HRSA
Health Resources & Services Administration

Uniform Data System Reporting 2024 – Training Session for Health Centers

BPHC

November 6, 2024

Katherine Giller, Reshmi Naveen
Training Specialist and Business Analyst
REI Systems

Vision: Healthy Communities, Healthy People

Introduction

Alysha Darden

Agenda

- Objectives
- Uniform Data System (UDS) Navigation
- Preliminary Reporting Environment (PRE) and Compare Data
- Offline Excel Feature
- Offline HTML Feature
- Clear Data
- Data Audit Report, Review, and Submit
- Resources
- Question and Answers

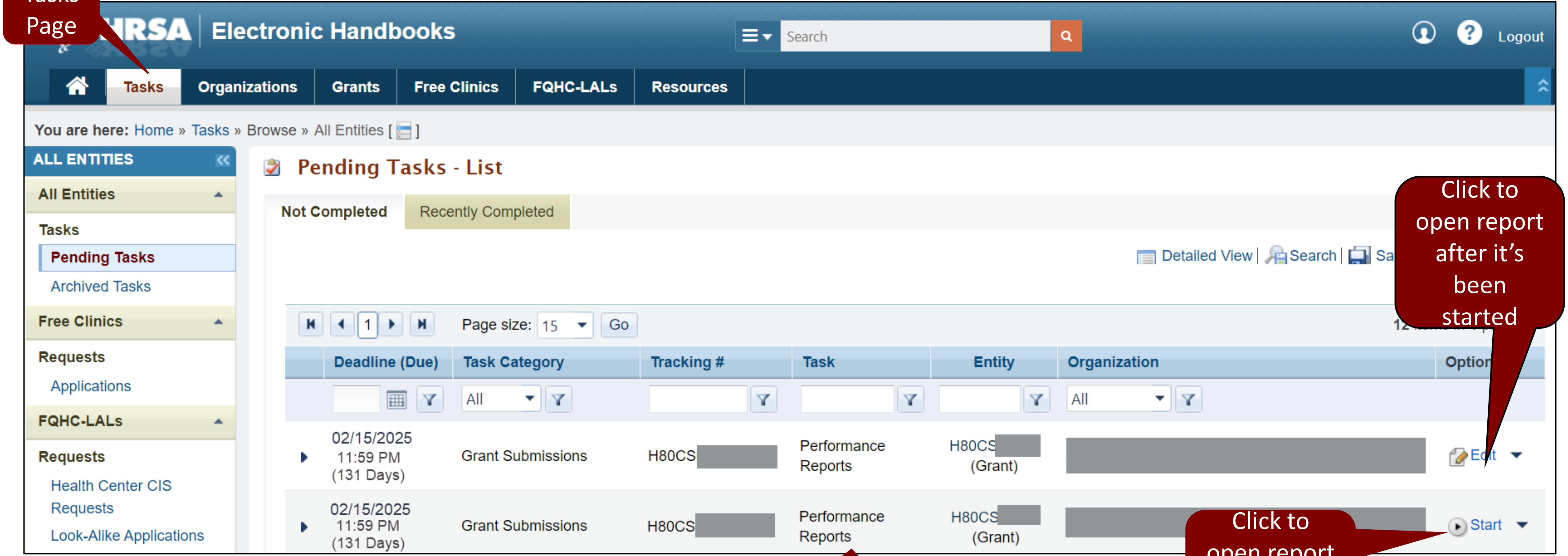
Objectives for Health Centers

- Be able to access and navigate the UDS Reporting pages, tables, and the data audit report.
- Understand the cross-table validations and how to correct cross table edit validation fails.
- Understand the data entry options, including how to automate data entry through offline Excel and HTML options.
- Learn how to review, submit and download your UDS Reports through the Electronic Handbooks (EHBs).

Navigating the Uniform Data System

Navigate to UDS Reports

Tasks Page


HRSA
Electronic Handbooks
Search
Logout
Tasks
Organizations
Grants
Free Clinics
FQHC-LALs
Resources

You are here: Home » Tasks » Browse » All Entities [ ]

ALL ENTITIES
All Entities
Tasks
Pending Tasks
Archived Tasks
Free Clinics
Requests
Applications
FQHC-LALs
Requests
Health Center CIS Requests
Look-Alike Applications

Pending Tasks - List

Not Completed
Recently Completed
Detailed View | Search | Sa
Page size: 15
Go

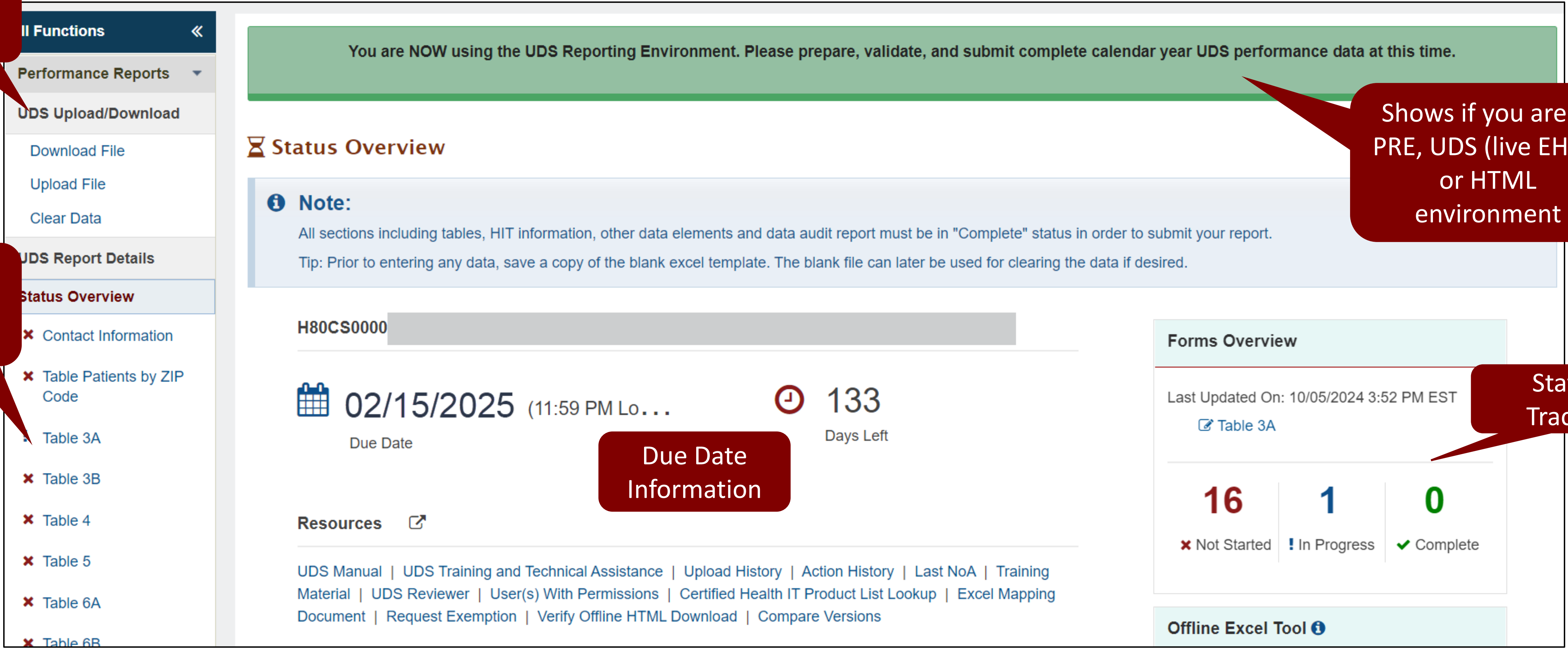
Deadline (Due)	Task Category	Tracking #	Task	Entity	Organization	Option
02/15/2025 11:59 PM (131 Days)	Grant Submissions	H80CS[redacted]	Performance Reports	H80CS[redacted] (Grant)	[redacted]	Edit
02/15/2025 11:59 PM (131 Days)	Grant Submissions	H80CS[redacted]	Performance Reports	H80CS[redacted] (Grant)	[redacted]	Start

Click to open report after it's been started

Find Performance Report Tasks

Click to open report for the first time

UDS Navigation



File Options

ll Functions «

Performance Reports ▾

UDS Upload/Download

- Download File
- Upload File
- Clear Data

UDS Report Details

Status Overview

- ✖ Contact Information
- ✖ Table Patients by ZIP Code
- Table 3A
- ✖ Table 3B
- ✖ Table 4
- ✖ Table 5
- ✖ Table 6A
- ✖ Table 6B

You are NOW using the UDS Reporting Environment. Please prepare, validate, and submit complete calendar year UDS performance data at this time.

Shows if you are in PRE, UDS (live EHBs) or HTML environment

⌛ Status Overview

Note:

All sections including tables, HIT information, other data elements and data audit report must be in "Complete" status in order to submit your report.

Tip: Prior to entering any data, save a copy of the blank excel template. The blank file can later be used for clearing the data if desired.

Open Tables/ Reports

H80CS0000[redacted]

02/15/2025 (11:59 PM Lo...

Due Date

133

Days Left

Due Date Information

Resources

UDS Manual | UDS Training and Technical Assistance | Upload History | Action History | Last NoA | Training Material | UDS Reviewer | User(s) With Permissions | Certified Health IT Product List Lookup | Excel Mapping Document | Request Exemption | Verify Offline HTML Download | Compare Versions

Forms Overview

Last Updated On: 10/05/2024 3:52 PM EST

Table 3A

Status Tracker

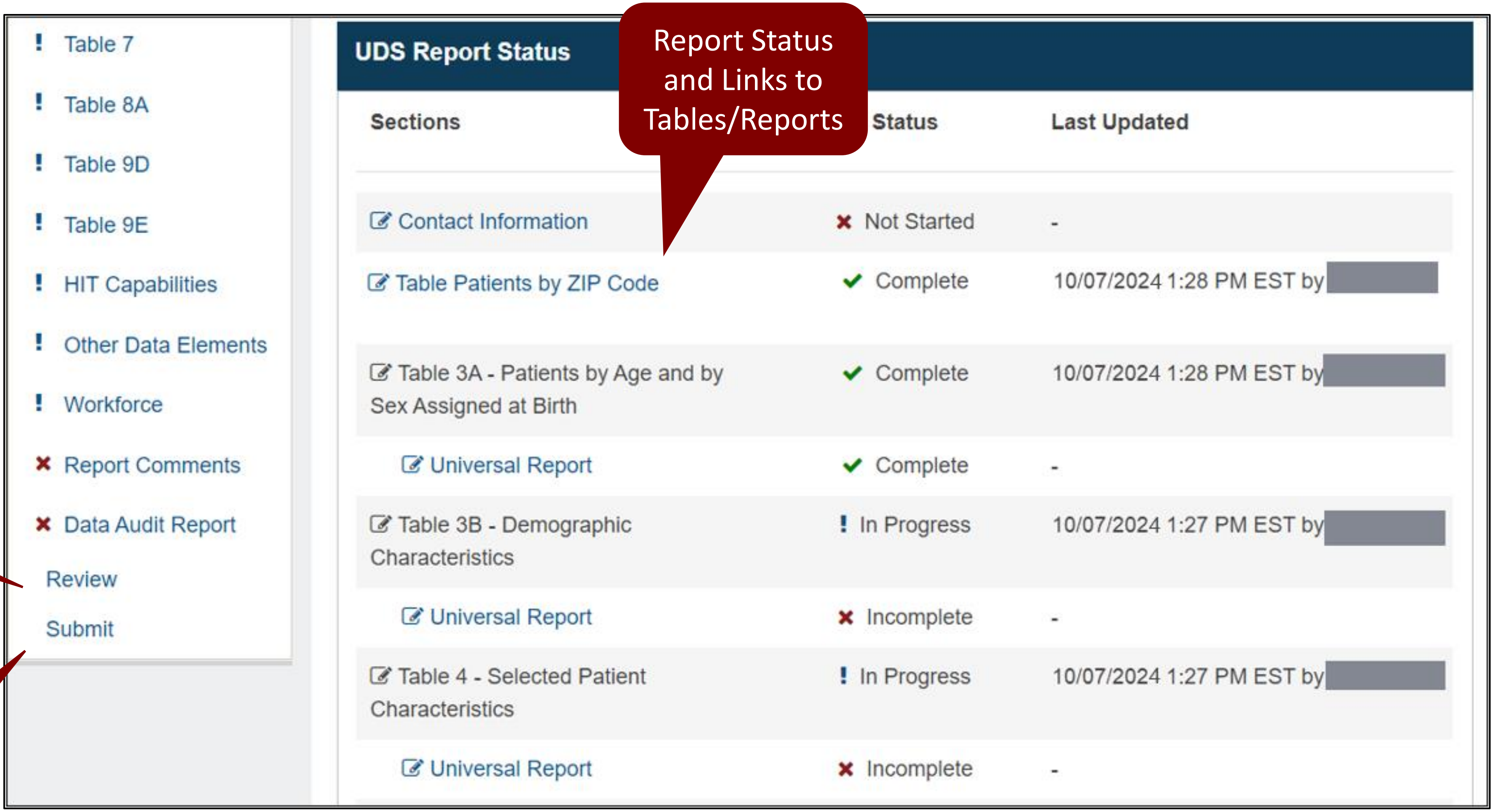
16	1	0
✖ Not Started	! In Progress	✓ Complete

Offline Excel Tool ℹ

Helpful tip! The due date time is 11:59 your local time.

HRSA Health Center Program

UDS Navigation (continued 2)



Report Status and Links to Tables/Reports

Review Report

Submit Report

- ! Table 7
- ! Table 8A
- ! Table 9D
- ! Table 9E
- ! HIT Capabilities
- ! Other Data Elements
- ! Workforce
- ✖ Report Comments
- ✖ Data Audit Report
- Review
- Submit

UDS Report Status

Sections	Status	Last Updated
Contact Information	✖ Not Started	-
Table Patients by ZIP Code	✓ Complete	10/07/2024 1:28 PM EST by [redacted]
Table 3A - Patients by Age and by Sex Assigned at Birth	✓ Complete	10/07/2024 1:28 PM EST by [redacted]
Universal Report	✓ Complete	-
Table 3B - Demographic Characteristics	! In Progress	10/07/2024 1:27 PM EST by [redacted]
Universal Report	✖ Incomplete	-
Table 4 - Selected Patient Characteristics	! In Progress	10/07/2024 1:27 PM EST by [redacted]
Universal Report	✖ Incomplete	-

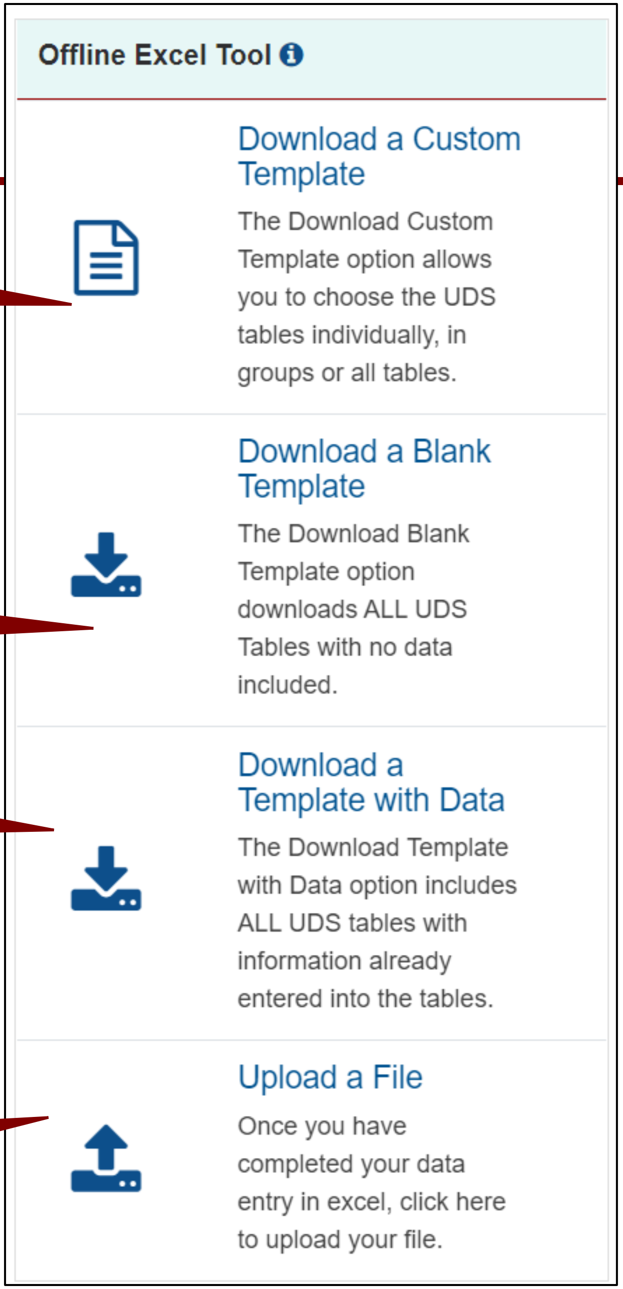
UDS Navigation - widgets

Download Excel or HTML file with only specific tables

Download Excel file with no data

Download Excel file with data currently in UDS

Upload complete file back to UDS



Offline Excel Tool

Download a Custom Template

The Download Custom Template option allows you to choose the UDS tables individually, in groups or all tables.

Download a Blank Template

The Download Blank Template option downloads ALL UDS Tables with no data included.

Download a Template with Data

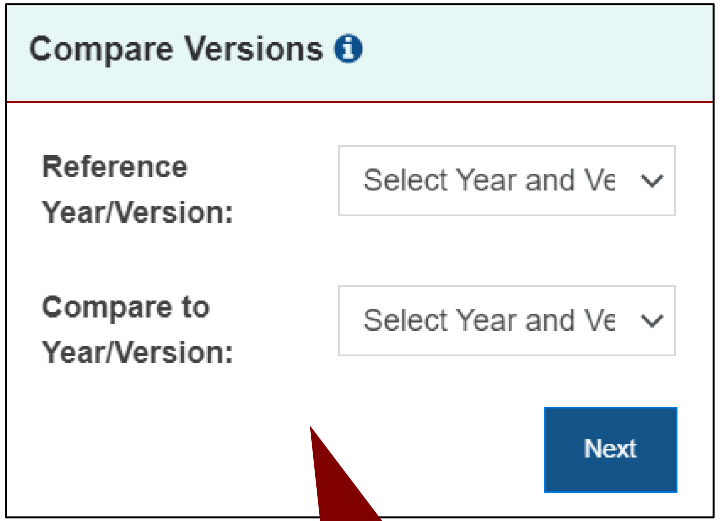
The Download Template with Data option includes ALL UDS tables with information already entered into the tables.

Upload a File

Once you have completed your data entry in excel, click here to upload your file.

HRSA Health Center Program

UDS Navigation – widgets cont.

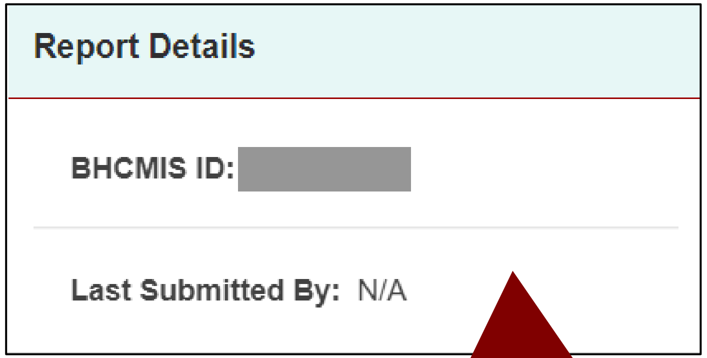


Compare Versions ℹ

Reference Year/Version: Select Year and Ve ⌄

Compare to Year/Version: Select Year and Ve ⌄

Compare data on two UDS Report versions



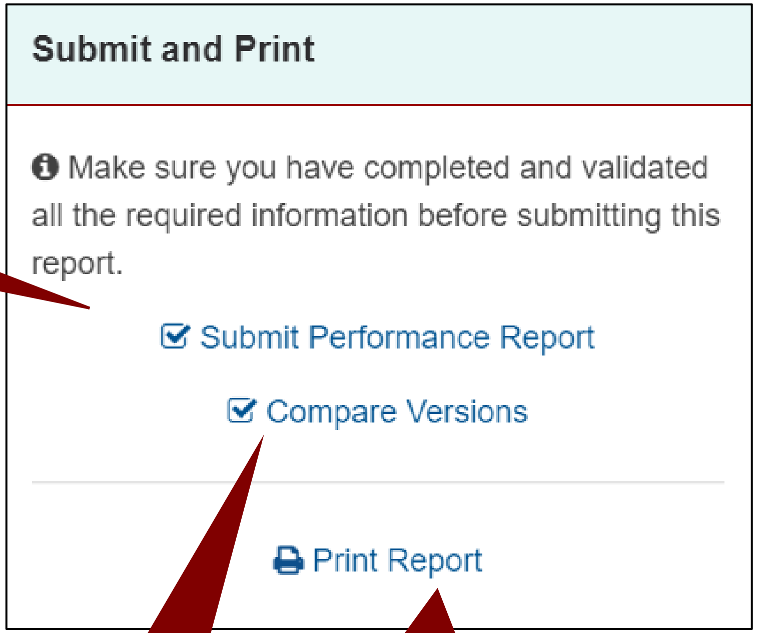
Report Details

BHCMIS ID: [redacted]

Last Submitted By: N/A

Report BHCMIS ID and Recently Submitted information

Click when you are ready to Submit the Report



Submit and Print

ℹ Make sure you have completed and validated all the required information before submitting this report.

☑ Submit Performance Report
☑ Compare Versions
Print Report

Navigate to the Compare feature

Print UDS Report

Demo #1

UDS Navigation Demo

Preliminary Reporting Environment (PRE) and Comparing Report Versions

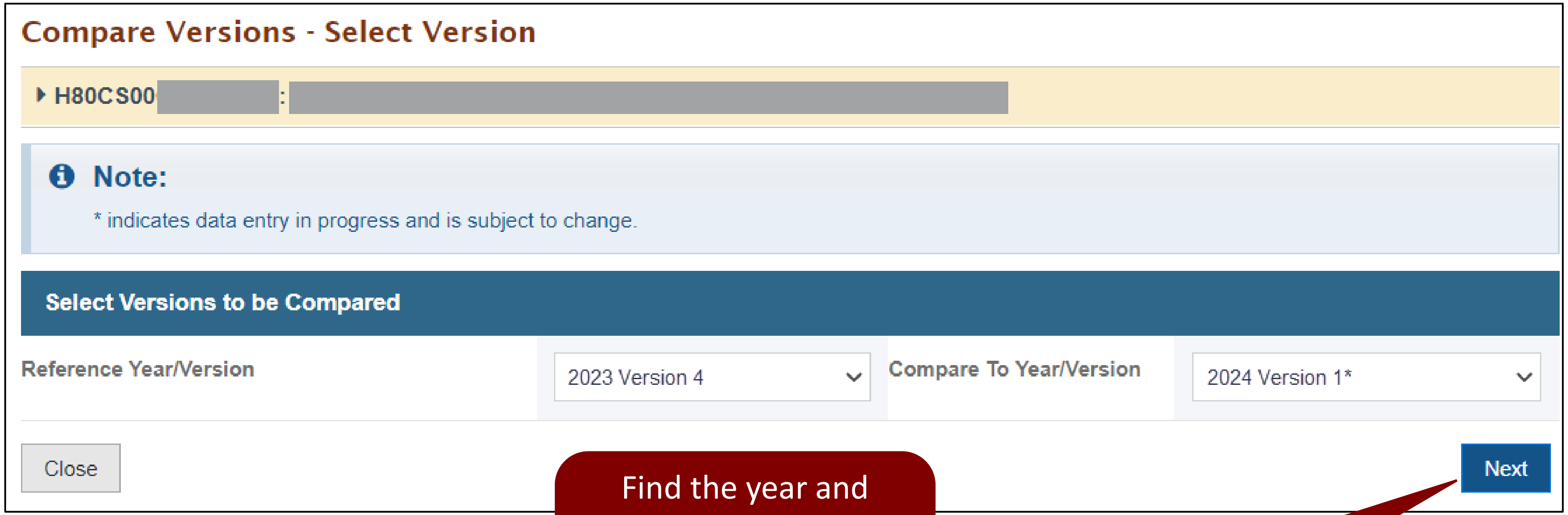
Preliminary Reporting Environment

Preliminary Reporting Environment (PRE)

- System available **as of October 27th** to prepare report for submission
- You are **not able to submit** the report at this time, only prepare the report
- **Additional time** to enter data and edit
- **Improved data quality** with extra time
- Opportunity to **familiarize** yourself with UDS forms updates ahead of reporting time frame

HRSA
Health Center Program

Compare Versions – Select Version



Compare Versions - Select Version

▸ H80CS00[redacted]: [redacted]

Note:

* indicates data entry in progress and is subject to change.

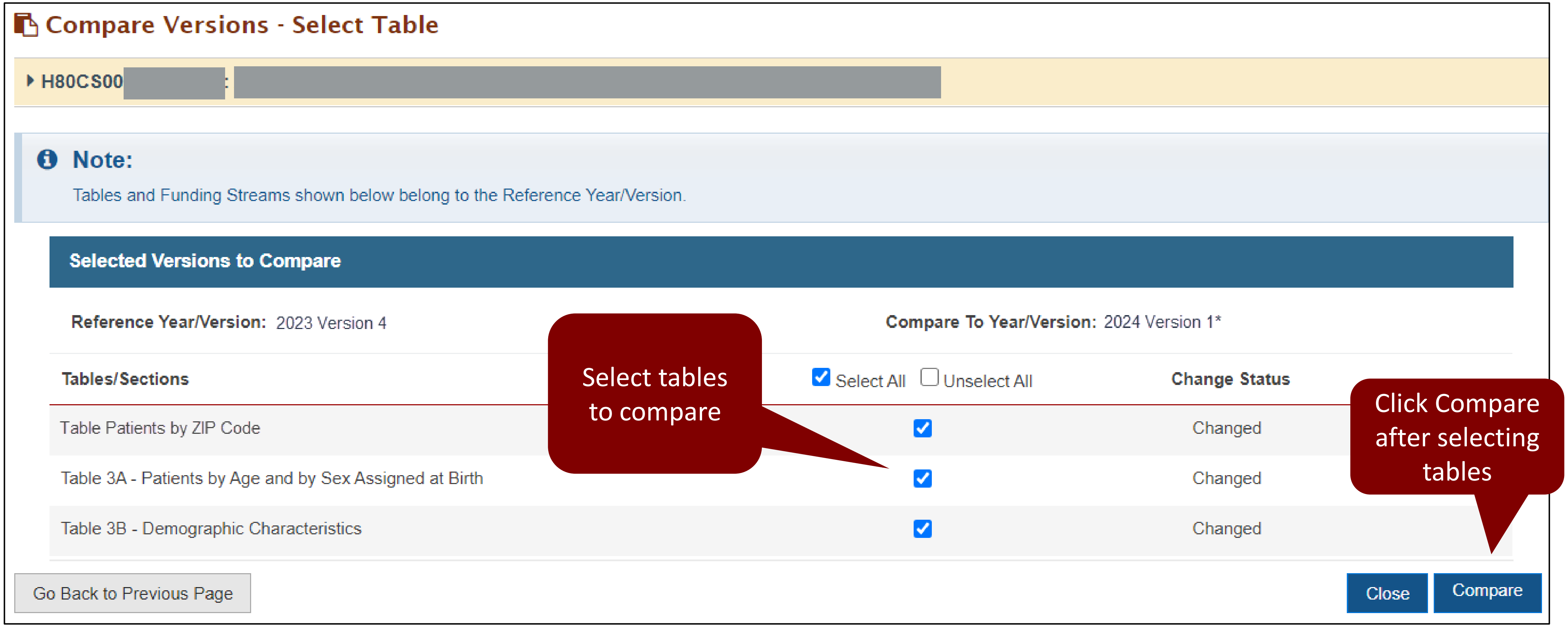
Select Versions to be Compared

Reference Year/Version	2023 Version 4	Compare To Year/Version	2024 Version 1*

Find the year and version you want to set as the reference and to compare

Click Next to select tables to compare

Compare Versions – Select Table



Compare Versions - Select Table

H80CS00[redacted]: [redacted]

Note:

Tables and Funding Streams shown below belong to the Reference Year/Version.

Selected Versions to Compare

Reference Year/Version: 2023 Version 4

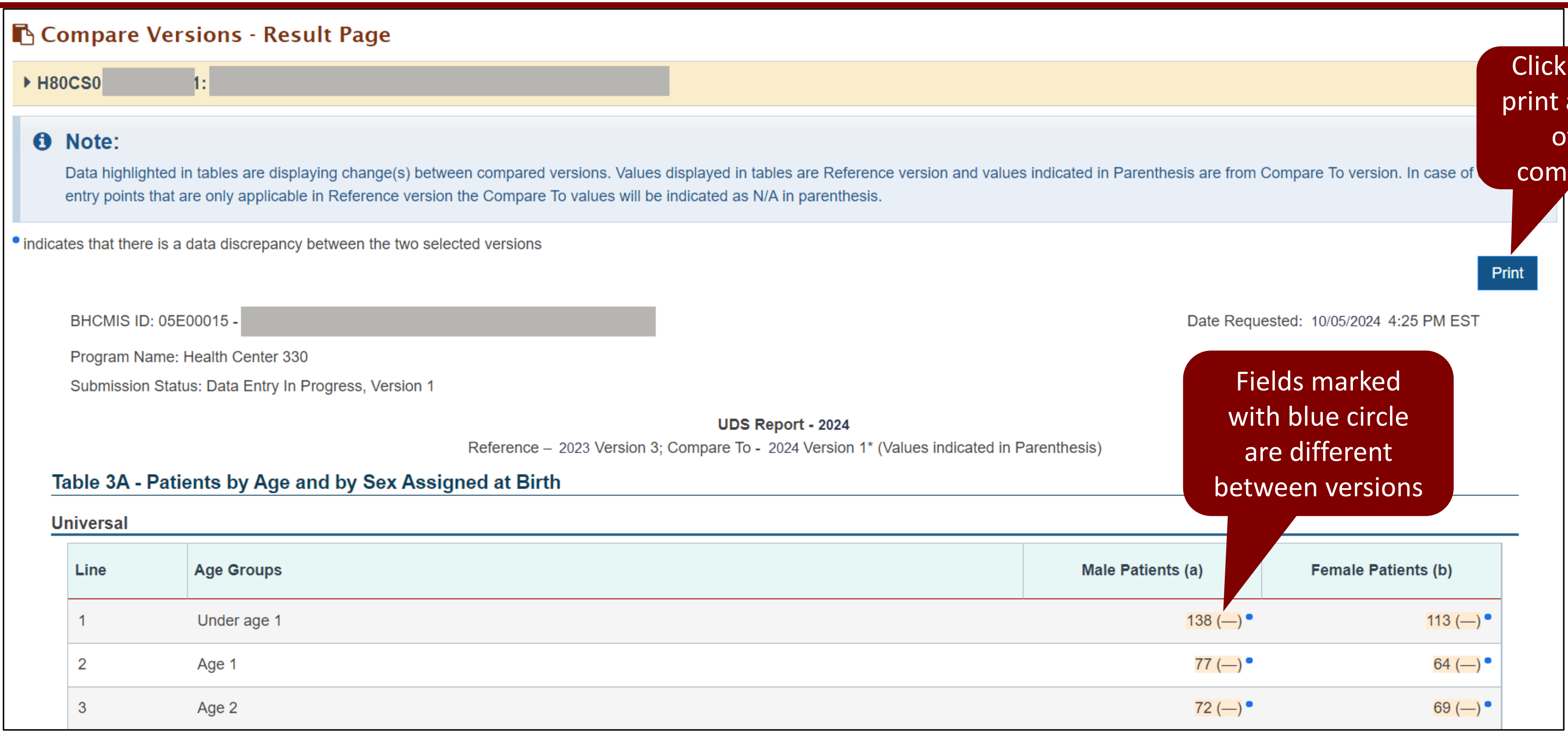
Compare To Year/Version: 2024 Version 1*

Tables/Sections	☑ Select All ☐ Unselect All	Change Status
Table Patients by ZIP Code	☑	Changed
Table 3A - Patients by Age and by Sex Assigned at Birth	☑	Changed
Table 3B - Demographic Characteristics	☑	Changed

Select tables to compare

Click Compare after selecting tables

Compare Versions - Results



Compare Versions - Result Page

▸ **H80CS0**[redacted]**1:** [redacted]

Note:

Data highlighted in tables are displaying change(s) between compared versions. Values displayed in tables are Reference version and values indicated in Parenthesis are from Compare To version. In case of entry points that are only applicable in Reference version the Compare To values will be indicated as N/A in parenthesis.

● indicates that there is a data discrepancy between the two selected versions

BHCMIS ID: 05E00015 - [redacted]

Date Requested: 10/05/2024 4:25 PM EST

Program Name: Health Center 330

Submission Status: Data Entry In Progress, Version 1

UDS Report - 2024

Reference – 2023 Version 3; Compare To - 2024 Version 1* (Values indicated in Parenthesis)

Table 3A - Patients by Age and by Sex Assigned at Birth

Universal

Line	Age Groups	Male Patients (a)	Female Patients (b)
1	Under age 1	138 (—) ●	113 (—) ●
2	Age 1	77 (—) ●	64 (—) ●
3	Age 2	72 (—) ●	69 (—) ●

Click Print to print a version of the comparison

Fields marked with blue circle are different between versions

Demo #2

UDS PRE and Compare Versions Demo

Quiz Question #1

What does the Preliminary Reporting Environment (PRE) allow users to do?

A. Enter test data that is not saved in the report
B. View the report and tables, but not enter any data
C. Enter data in the report prior to January 1st
D. Submit the report prior to January 1st

Quiz Question #1 Answer

What does the Preliminary Reporting Environment (PRE) allow users to do?

Answer: (C) Enter data in the report prior to January 1st

Any Questions?

Offline Excel

Offline Excel Process Overview

1. **Download** offline Excel files to enter data or transport data from other Excel Files

2. Enter data in Excel file. Note: File contains all UDS fields (row/column labels)

3. On completion of data entry, **upload** the file into UDS to populate data on the forms

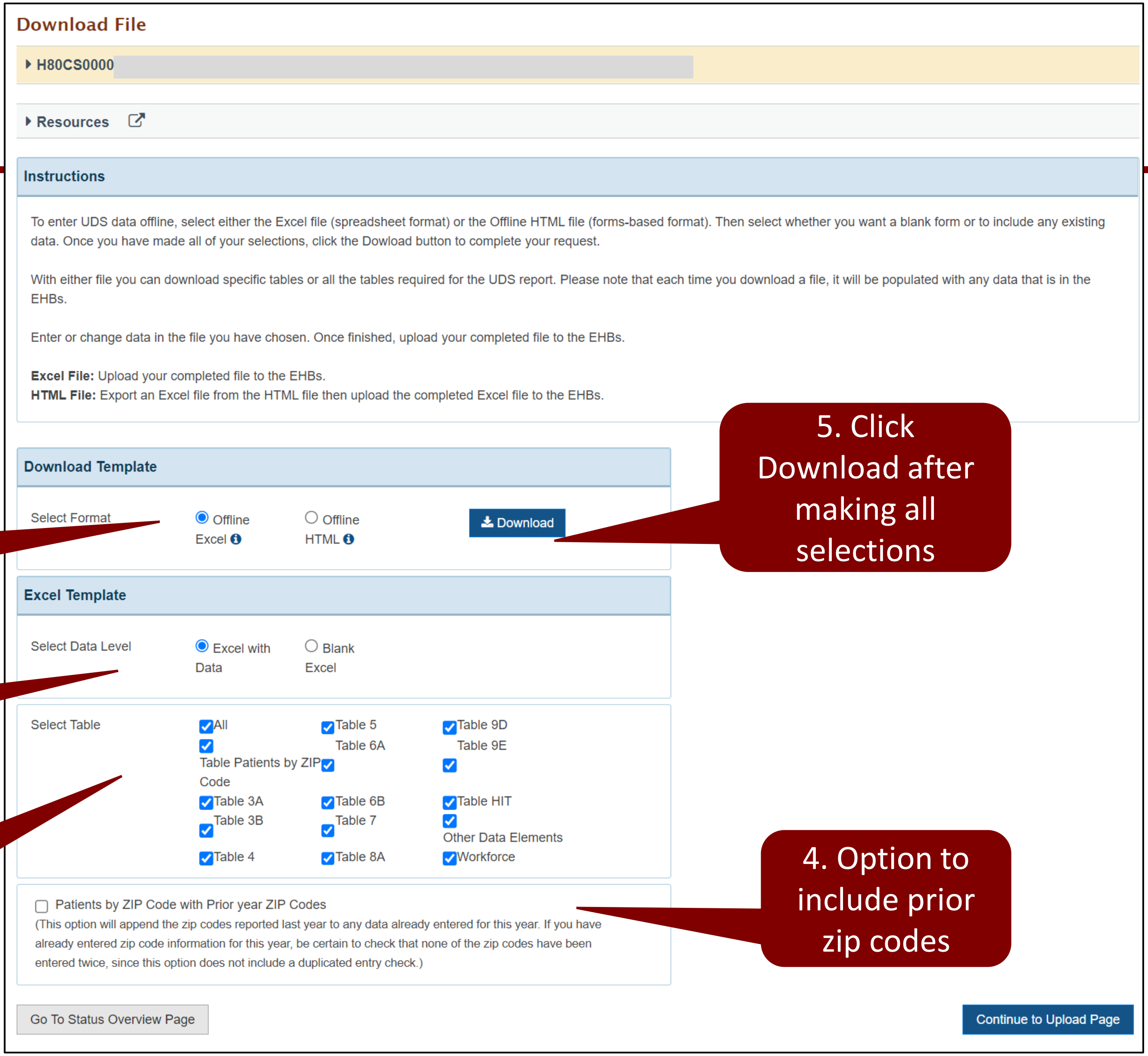
4. After uploading, you can view the Edit Summary File

Offline Excel Download Overview

Excel File Download

- You can download an **Excel** file with **data** currently in UDS or with **no data**
- Select to download individual **tables** or the **entire report**
- The downloaded file will have a **system generated filename** and **dynamic funding stream tabs for selected tables**
- You can change the file name to easily identify the file when you save the downloaded file to your local system and **enter data offline**

Offline Excel Download File



Download File

H80CS0000[redacted]

Resources

Instructions

To enter UDS data offline, select either the Excel file (spreadsheet format) or the Offline HTML file (forms-based format). Then select whether you want a blank form or to include any existing data. Once you have made all of your selections, click the Dowload button to complete your request.

With either file you can download specific tables or all the tables required for the UDS report. Please note that each time you download a file, it will be populated with any data that is in the EHBs.

Enter or change data in the file you have chosen. Once finished, upload your completed file to the EHBs.

Excel File: Upload your completed file to the EHBs.
HTML File: Export an Excel file from the HTML file then upload the completed Excel file to the EHBs.

Download Template

Select Format: ● Offline Excel ○ Offline HTML

Excel Template

Select Data Level: ● Excel with Data ○ Blank Excel

Select Table:
- ☑ All
- ☑ Table Patients by ZIP Code
- ☑ Table 3A
- ☑ Table 3B
- ☑ Table 4
- ☑ Table 5
- ☑ Table 6A
- ☑ Table 6B
- ☑ Table 7
- ☑ Table 8A
- ☑ Table 9D
- ☑ Table 9E
- ☑ Table HIT
- ☑ Other Data Elements
- ☑ Workforce

☐ Patients by ZIP Code with Prior year ZIP Codes
(This option will append the zip codes reported last year to any data already entered for this year. If you have already entered zip code information for this year, be certain to check that none of the zip codes have been entered twice, since this option does not include a duplicated entry check.)

1. Select to download Offline Excel

2. Select with Data

3. Select All or Individual tables to download

4. Option to include prior zip codes

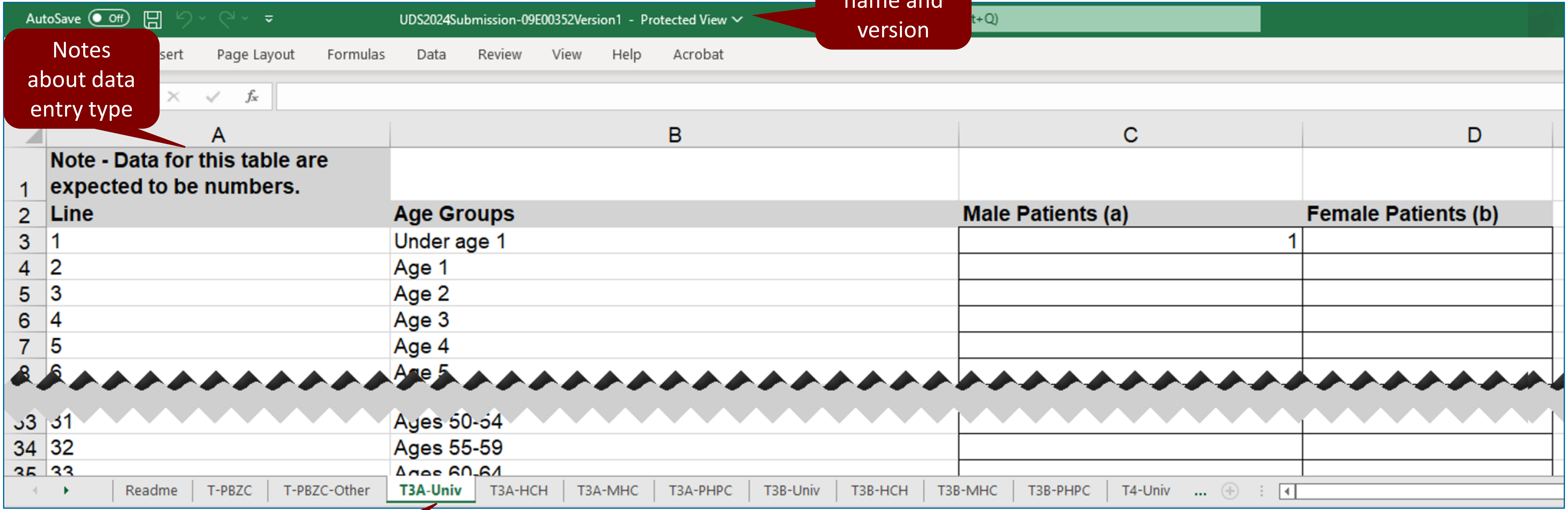
5. Click Download after making all selections

Table Patients by ZIP Code

Import PBZC in Excel

- When downloading the Excel template with data, you can choose to **include ZIP codes** from the previous year on the table
- This feature is only available when downloading the **Table Patients by ZIP Code (PBZC)**
- Provides for **easy data entry** for this table and saves time in searching for zip codes

Offline Excel File


AutoSave Off
UDS2024Submission-09E00352Version1 - Protected View
sert
Page Layout
Formulas
Data
Review
View
Help
Acrobat
Readme
T-PBZC
T-PBZC-Other
T3A-Univ
T3A-HCH
T3A-MHC
T3A-PHPC
T3B-Univ
T3B-HCH
T3B-MHC
T3B-PHPC
T4-Univ
...

	A	B	C	D
1	**Note - Data for this table are expected to be numbers.**			
2	**Line**	**Age Groups**	**Male Patients (a)**	**Female Patients (b)**
3	1	Under age 1	1	
4	2	Age 1		
5	3	Age 2		
6	4	Age 3		
7	5	Age 4		
8	6	Age 5		
33	31	Ages 50-54		
34	32	Ages 55-59		
35	33	Ages 60-64		

Unique file name and version

Notes about data entry type

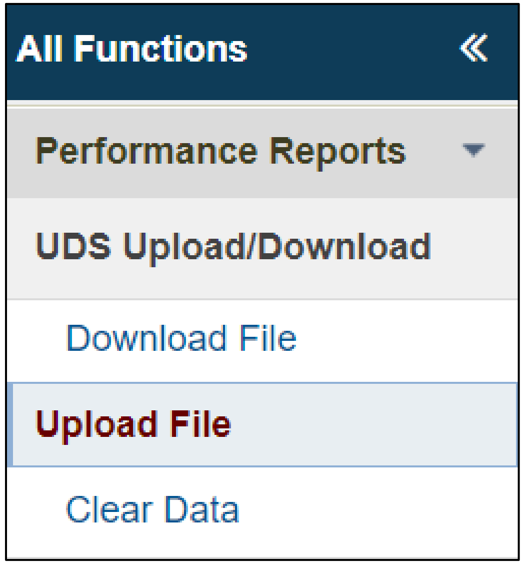
Select table to work on

Offline Excel Upload Overview

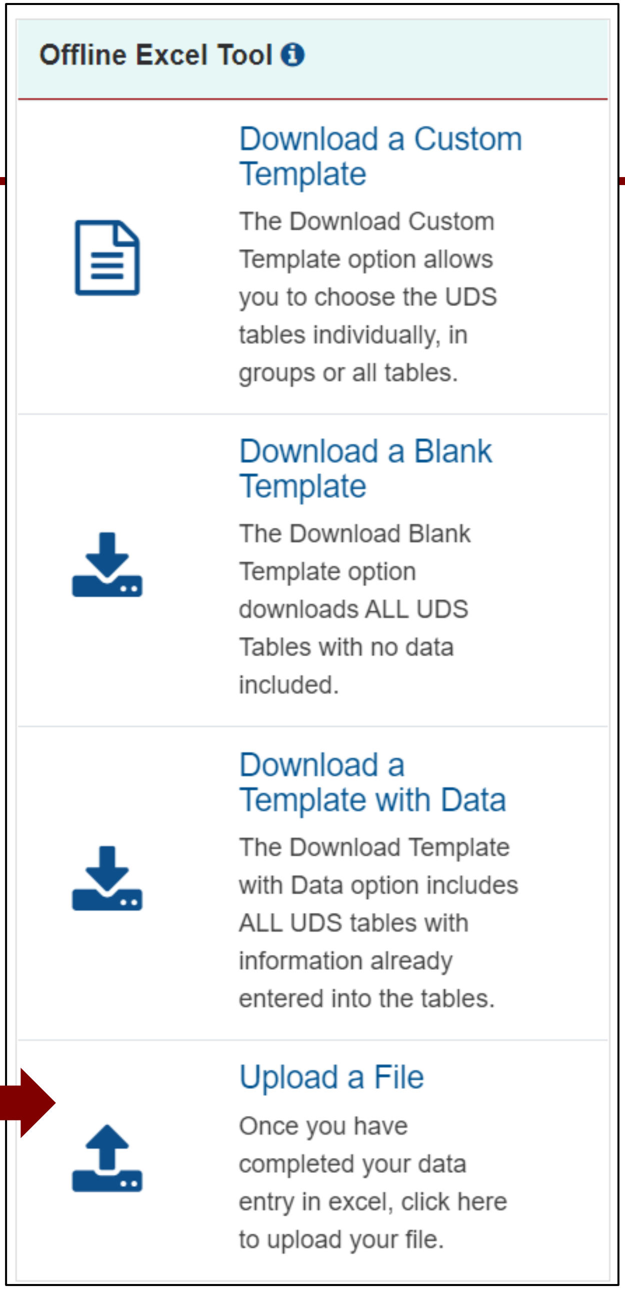
Excel File Upload

- Be sure to **upload** the file! The EHBs will **verify the file format, tabs, and structures** before accepting the file
- The EHBs will assign a **unique filename** on upload. This will have the Bureau of Primary Health Care's Health Center Management Information System Identification Number **(BHCMISID)** and **Version Number**
- On **successful upload**, the UDS forms will be populated with the data from the file
- If you upload a blank Excel template it will **clear all data** that was previously entered
- Upon upload, you will see a listing of the tables that were uploaded as part of the **success message**

Offline Excel Upload


All Functions
Performance Reports
UDS Upload/Download
Download File
Upload File
Clear Data

Select to Upload Excel File


Offline Excel Tool

Download a Custom Template

The Download Custom Template option allows you to choose the UDS tables individually, in groups or all tables.

Download a Blank Template

The Download Blank Template option downloads ALL UDS Tables with no data included.

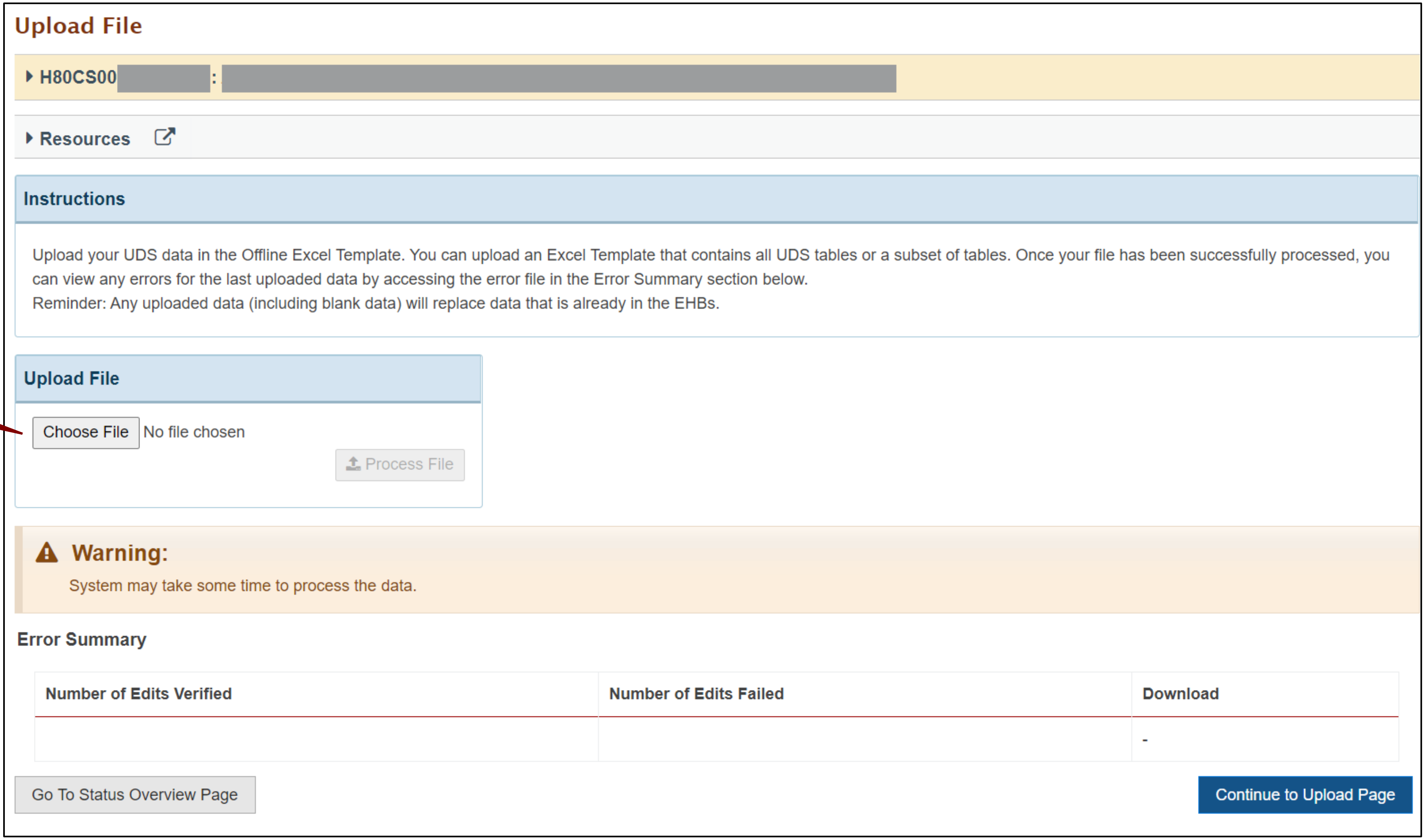
Download a Template with Data

The Download Template with Data option includes ALL UDS tables with information already entered into the tables.

Upload a File

Once you have completed your data entry in excel, click here to upload your file.

Offline Excel Upload File



Upload File

▸ H80CS00[redacted]: [redacted]

▸ Resources

Instructions

Upload your UDS data in the Offline Excel Template. You can upload an Excel Template that contains all UDS tables or a subset of tables. Once your file has been successfully processed, you can view any errors for the last uploaded data by accessing the error file in the Error Summary section below.
Reminder: Any uploaded data (including blank data) will replace data that is already in the EHBs.

Upload File

No file chosen

Warning:

System may take some time to process the data.

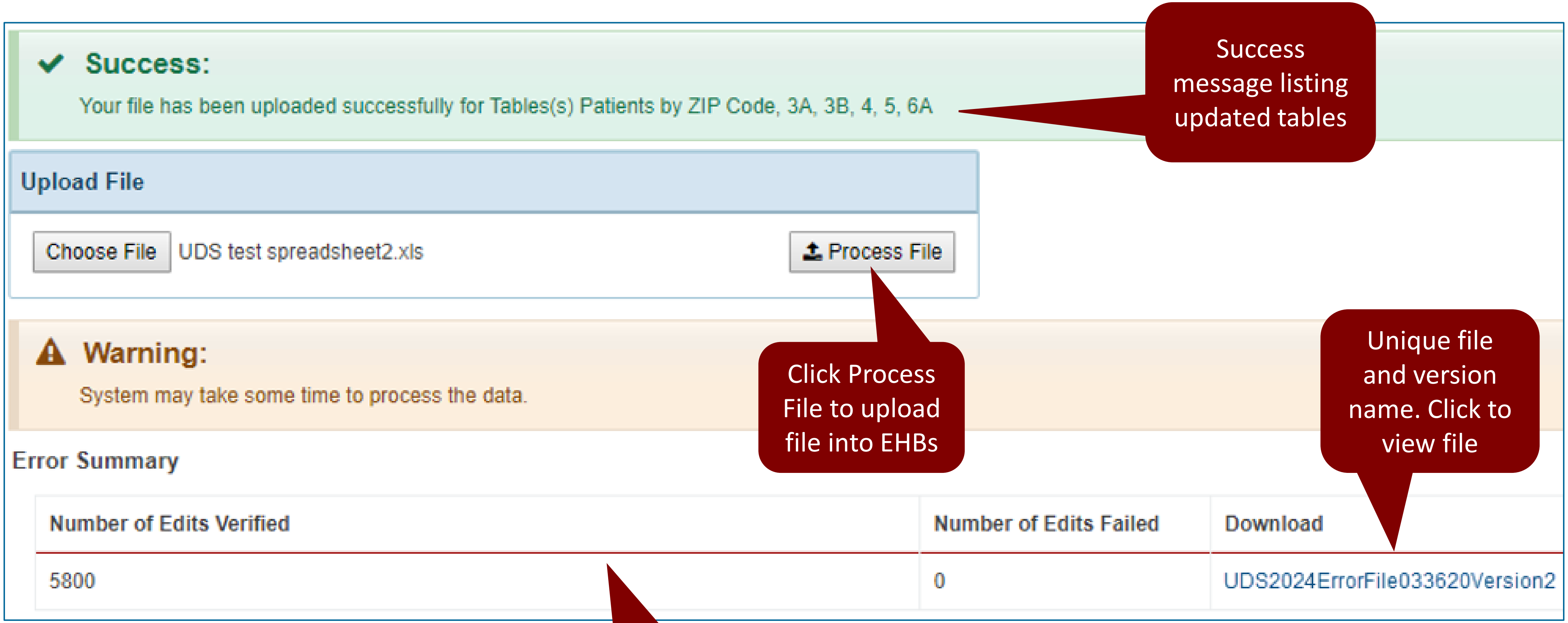
Error Summary

Number of Edits Verified	Number of Edits Failed	Download
		-

Choose File
Process File
Go To Status Overview Page
Continue to Upload Page

Click to select file to upload

Offline Excel Upload Results



✓ **Success:**

Your file has been uploaded successfully for Tables(s) Patients by ZIP Code, 3A, 3B, 4, 5, 6A

Upload File

UDS test spreadsheet2.xls

Warning:

System may take some time to process the data.

Error Summary

Number of Edits Verified	Number of Edits Failed	Download
5800	0	UDS2024ErrorFile033620Version2

Success message listing updated tables

Click Process File to upload file into EHBs

Unique file and version name. Click to view file

File information

Upload History

- In Resources section, select **Upload History**
- All previously uploaded files will be listed as **newest to oldest**, only for **current reporting year**
- Download these files by clicking on filenames displayed as **hyperlinks**

HRSA
Health Center Program

Offline Excel Tips

Helpful Tips!

- There is **no restriction** on the number of times a file can be uploaded or downloaded.
- An **Uploaded file** and associated **Error file** will always have the same **version number**
- **Version number** is **increased by 1** with each successful upload (e.g. v1, v2, etc.)

Demo #3

UDS Offline Excel Demo

UDS Offline Excel Demo

Any Questions?

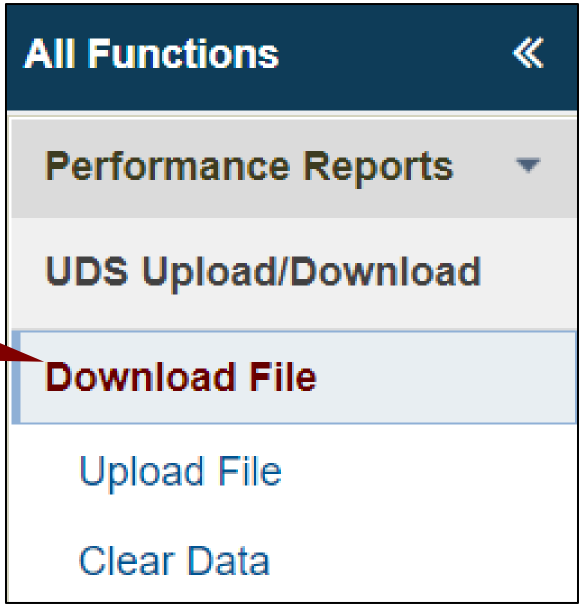
Offline HTML

Offline HTML Overview

Offline HTML Overview

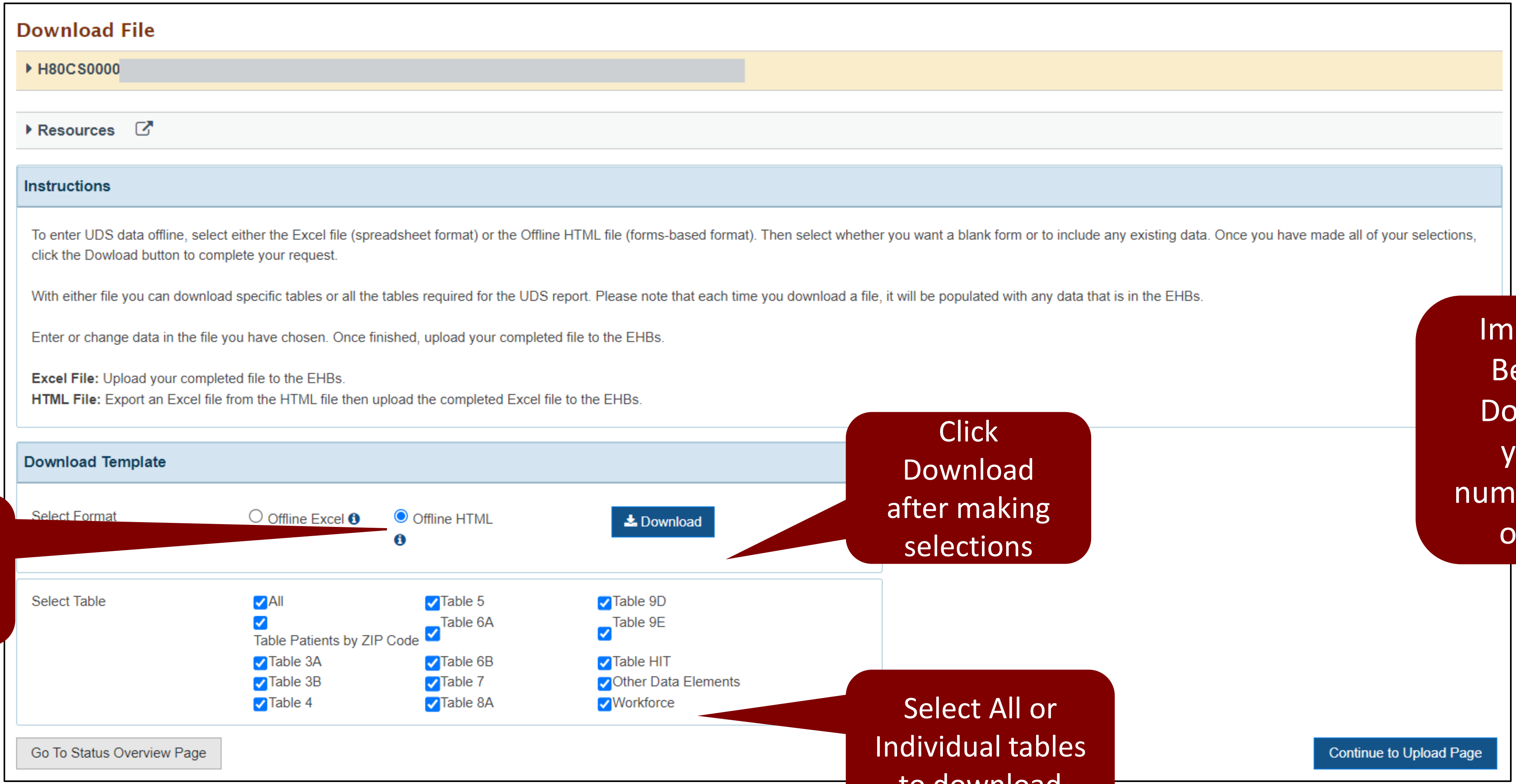
- **Download HTML package** to facilitate offline data entry
- Download can be for **entire report or select tables**
- Mirror image of **UDS forms** in EHBs including the validation checks for **edits**
- Use **Import** feature for data entry or **manually enter data** on the forms
- **Don't Forget!** After completing data entry, **Export** the data into Offline Excel file and **Upload** into EHBs
- **Downloaded offline forms** open in **Chrome** browser only

Offline HTML Download


All Functions
Performance Reports
UDS Upload/Download
Download File
Upload File
Clear Data

Select to download offline Excel or offline HTML

Offline HTML Download (continued)



Download File

▸ H80CS0000[redacted]

▸ Resources

Instructions

To enter UDS data offline, select either the Excel file (spreadsheet format) or the Offline HTML file (forms-based format). Then select whether you want a blank form or to include any existing data. Once you have made all of your selections, click the Dowload button to complete your request.

With either file you can download specific tables or all the tables required for the UDS report. Please note that each time you download a file, it will be populated with any data that is in the EHBs.

Enter or change data in the file you have chosen. Once finished, upload your completed file to the EHBs.

Excel File: Upload your completed file to the EHBs.
HTML File: Export an Excel file from the HTML file then upload the completed Excel file to the EHBs.

Download Template

Select Format: ○ Offline Excel ● Offline HTML

Select Table

☑ All	☑ Table 5	☑ Table 9D
☑ Table Patients by ZIP Code	☑ Table 6A	☑ Table 9E
☑ Table 3A	☑ Table 6B	☑ Table HIT
☑ Table 3B	☑ Table 7	☑ Other Data Elements
☑ Table 4	☑ Table 8A	☑ Workforce

Select to open Offline HTML

Click Download after making selections

Important Note: Before clicking Download, have your tracking number available to open the file.

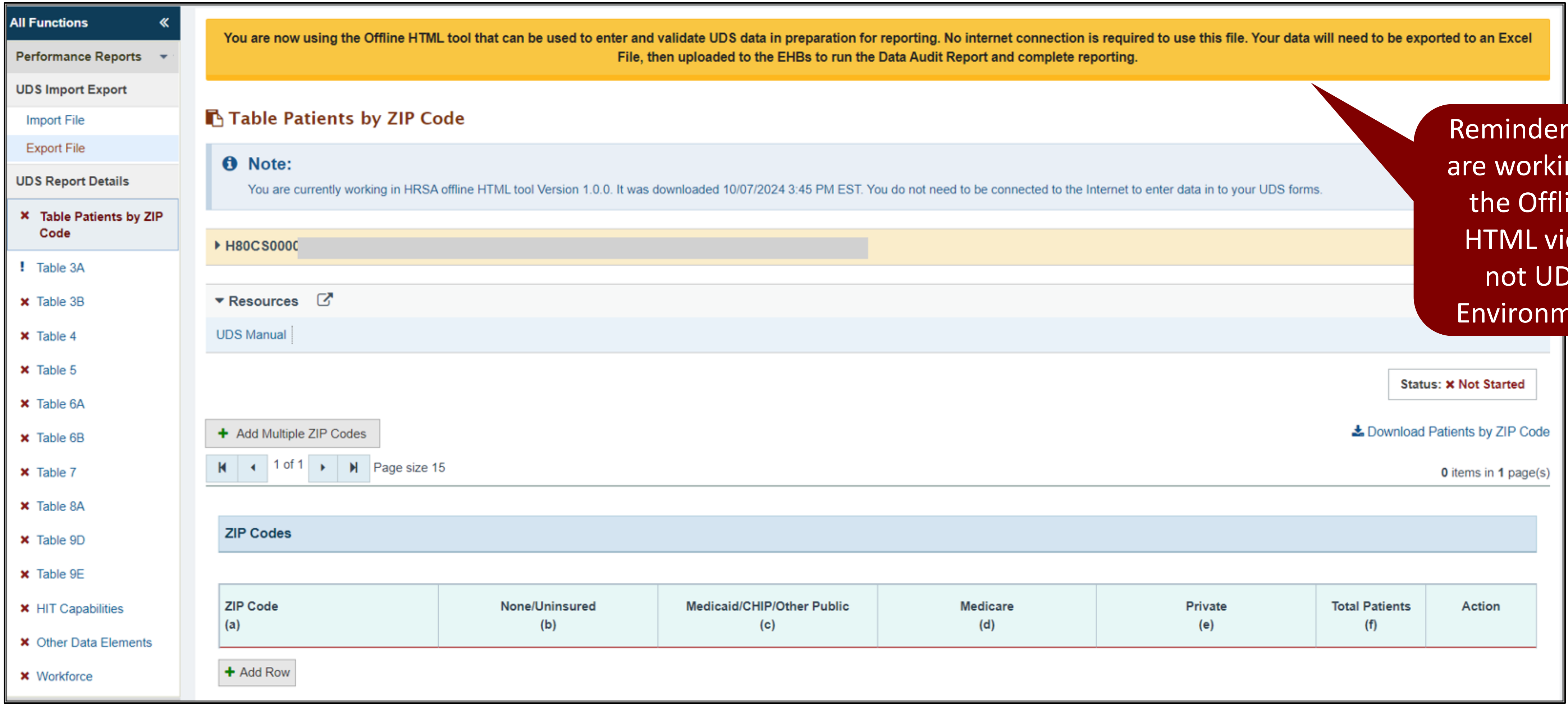
Select All or Individual tables to download

Offline HTML Download (continued 2)

Offline Package Download

- Select **Extract All** and then enter the **tracking number** as the password to extract and open the files
- The downloaded package will have multiple files, click on **UDS Submission** HTML files to access the offline forms

Offline HTML View



All Functions «

Performance Reports ▾

UDS Import Export

Import File

Export File

UDS Report Details

✖ **Table Patients by ZIP Code**

! Table 3A

✖ Table 3B

✖ Table 4

✖ Table 5

✖ Table 6A

✖ Table 6B

✖ Table 7

✖ Table 8A

✖ Table 9D

✖ Table 9E

✖ HIT Capabilities

✖ Other Data Elements

✖ Workforce

You are now using the Offline HTML tool that can be used to enter and validate UDS data in preparation for reporting. No internet connection is required to use this file. Your data will need to be exported to an Excel File, then uploaded to the EHBs to run the Data Audit Report and complete reporting.

Table Patients by ZIP Code

Note:

You are currently working in HRSA offline HTML tool Version 1.0.0. It was downloaded 10/07/2024 3:45 PM EST. You do not need to be connected to the Internet to enter data in to your UDS forms.

▸ **H80CS000**[redacted]

▾ **Resources**

UDS Manual

Status: ✖ **Not Started**

0 items in **1** page(s)

ZIP Codes

ZIP Code (a)	None/Uninsured (b)	Medicaid/CHIP/Other Public (c)	Medicare (d)	Private (e)	Total Patients (f)	Action

Reminder you are working in the Offline HTML view, not UDS Environment

Offline HTML Data Entry

Data Entry

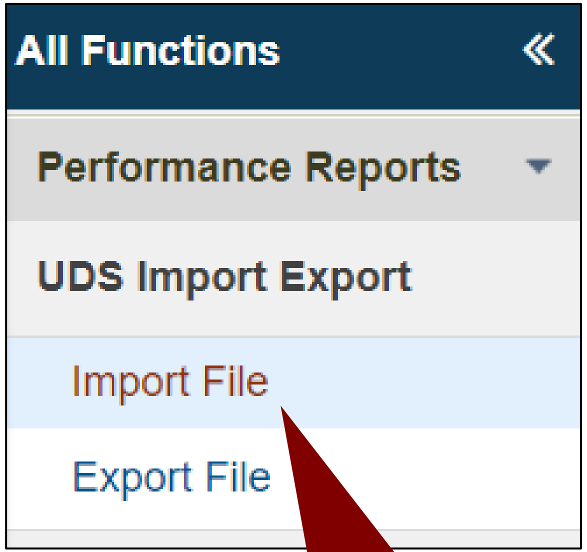
Offline HTML forms will have the **same look and feel** as the UDS forms in the EHBs

Users will be able to **navigate** to different forms using the left navigation menu

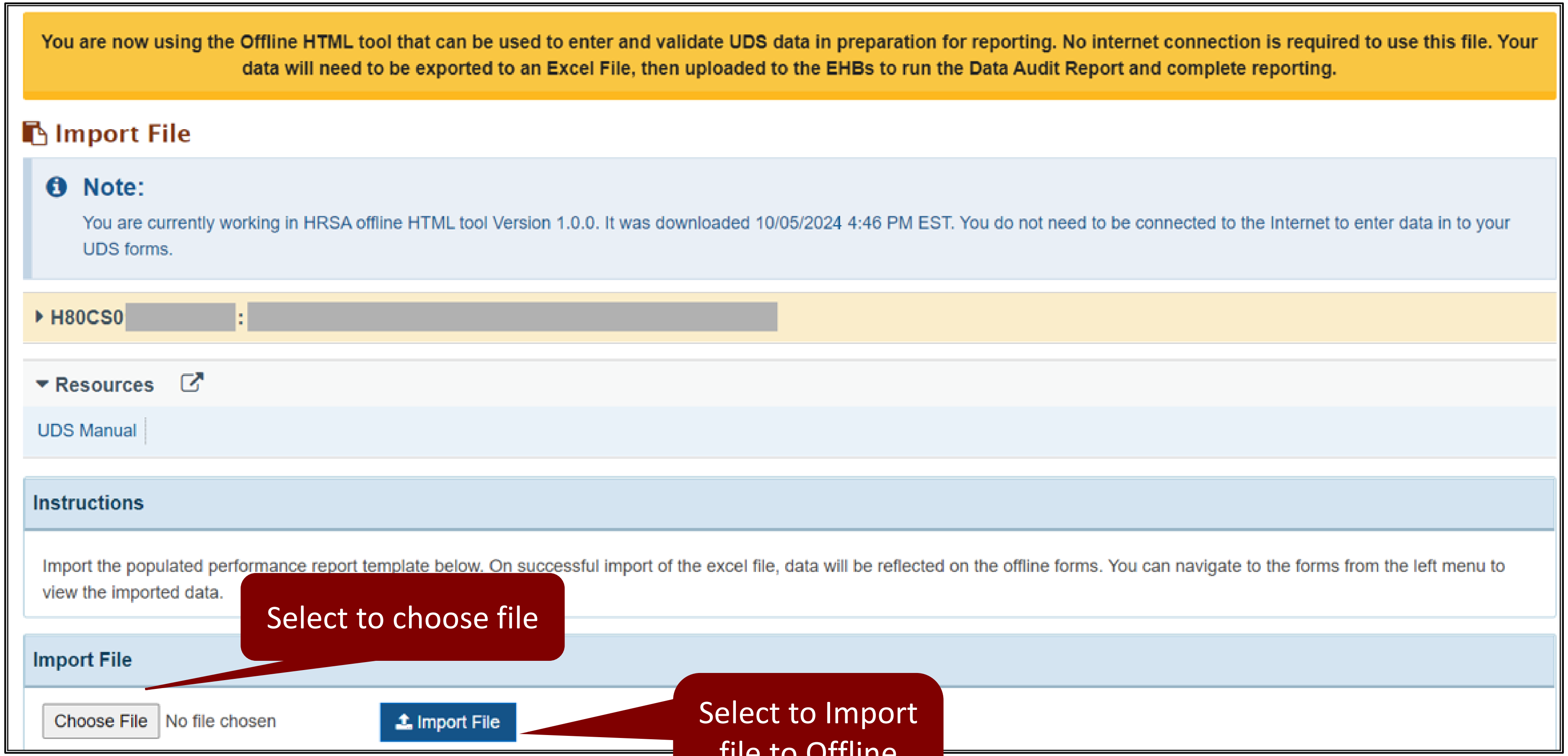
Data entered will result in **data edits appearing** on the forms, similar to EHBs forms

Important! For the data to be in the EHBs, you must **export** the HTML forms to Excel and then **upload** the Excel file to the EHBs

Offline HTML Import File


All Functions
Performance Reports
UDS Import Export
Import File
Export File

Click to import data from an Excel file to the Offline HTML form


You are now using the Offline HTML tool that can be used to enter and validate UDS data in preparation for reporting. No internet connection is required to use this file. Your data will need to be exported to an Excel File, then uploaded to the EHBs to run the Data Audit Report and complete reporting.

Import File

Note:

You are currently working in HRSA offline HTML tool Version 1.0.0. It was downloaded 10/05/2024 4:46 PM EST. You do not need to be connected to the Internet to enter data in to your UDS forms.

H80CS0[redacted]: [redacted]

Resources
UDS Manual

Instructions

Import the populated performance report template below. On successful import of the excel file, data will be reflected on the offline forms. You can navigate to the forms from the left menu to view the imported data.

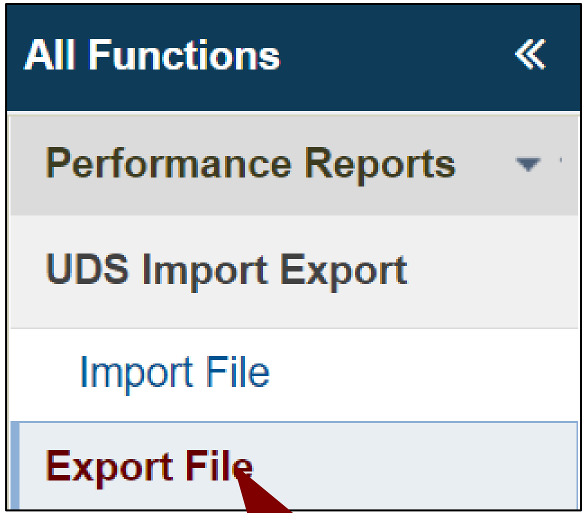
Import File

Choose File
No file chosen
Import File

Select to choose file

Select to Import file to Offline HTML view

Offline HTML Export File



All Functions «

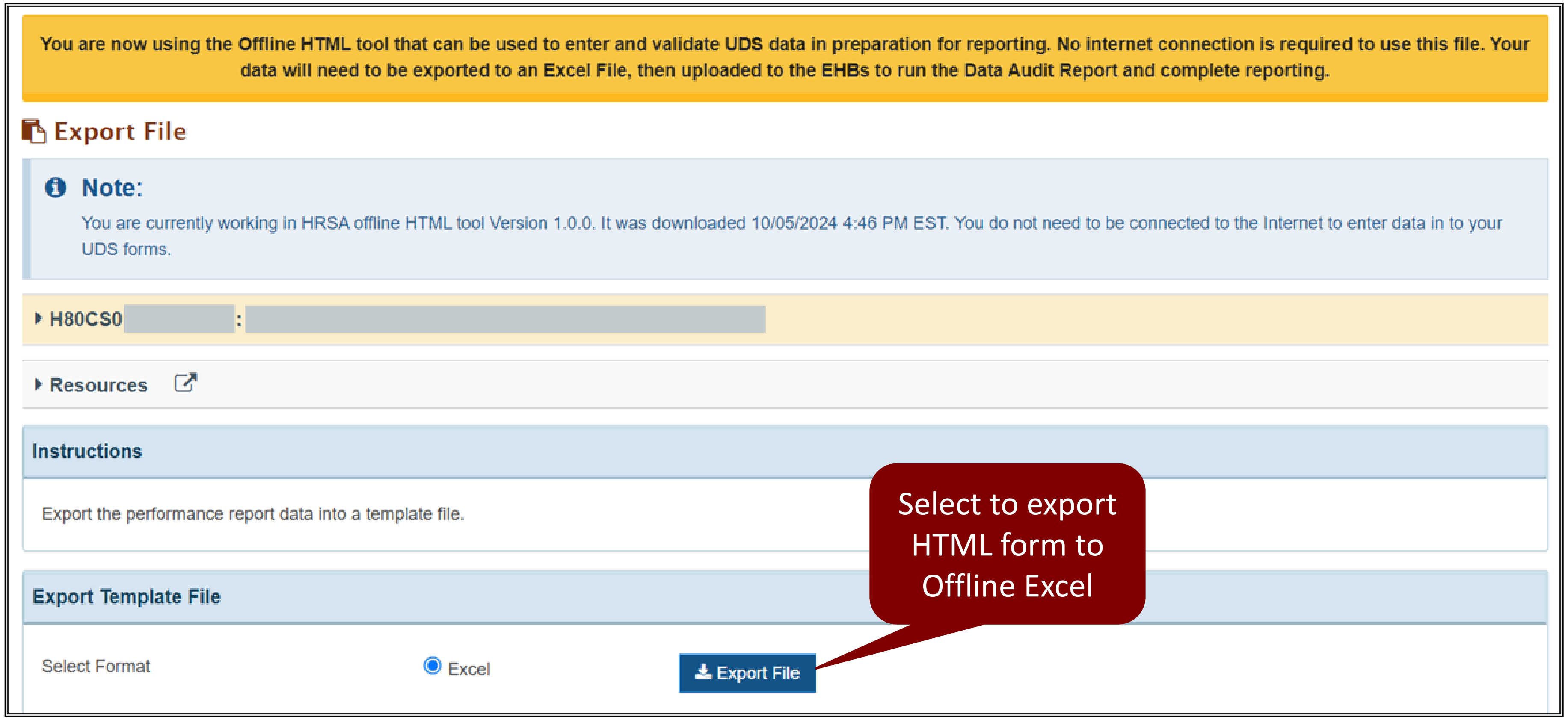
Performance Reports

UDS Import Export

Import File

Export File

Click to export data from Offline HTML to Offline Excel



You are now using the **Offline HTML** tool that can be used to enter and validate **UDS** data in preparation for reporting. No internet connection is required to use this file. Your data will need to be exported to an **Excel File**, then uploaded to the **EHBs** to run the **Data Audit Report** and complete reporting.

Export File

Note:

You are currently working in HRSA offline HTML tool Version 1.0.0. It was downloaded 10/05/2024 4:46 PM EST. You do not need to be connected to the Internet to enter data in to your UDS forms.

▸ **H80CS0**[redacted]: [redacted]

▸ **Resources**

Instructions

Export the performance report data into a template file.

Export Template File

Select Format ● Excel

Select to export HTML form to Offline Excel

Required step if you want the data transferred to the EHBs! Once exported to Excel, you can upload the file into UDS.

Offline HTML Tips

Helpful Tips!

- There is **no restriction** on the number of times a package can be **downloaded**
- **Downloaded offline forms** open in **Chrome** browser only
- There is **no restriction** on the number of times Excel files can be **imported** or **exported**
- Exported **Excel files** will match the offline package structure, such as entire report or a select few tables.

Demo #4

UDS Offline HTML Demo

UDS Offline HTML Demo

Any Questions?

Clear Data, Data Audit Report, Review and Submit Report

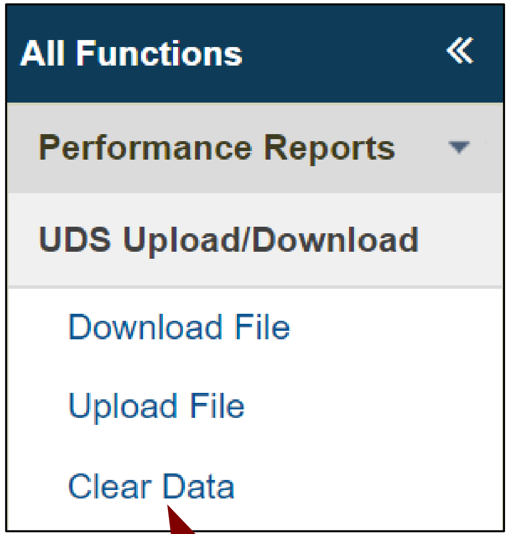
Clear Data Overview

Clear Data Feature

- Easily clear all information entered for the **entire report or select tables**
- You can **clear data** entered directly in EHBs or uploaded using the Excel template
- Before clearing data, a warning message is provided for users to confirm they are aware **all data for selected tables will be deleted permanently**

HRSA
Health Center Program

Clear Data



All Functions «

Performance Reports ▾

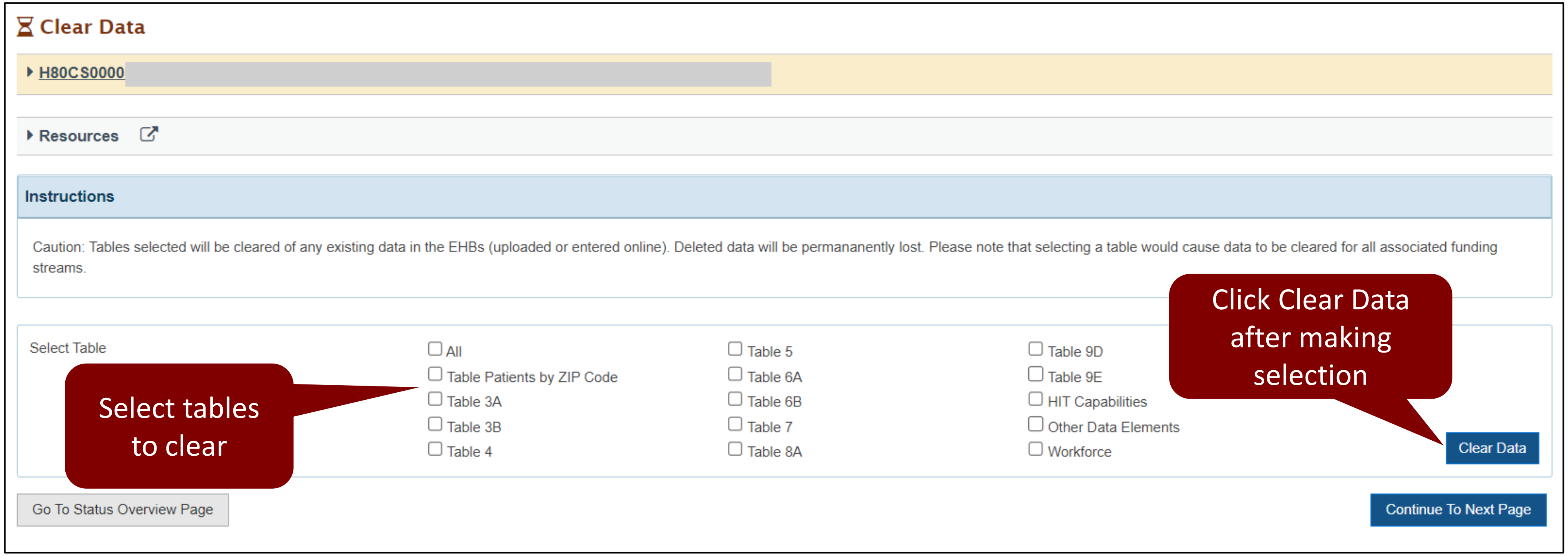
UDS Upload/Download

Download File

Upload File

Clear Data

Select to delete data on tables



Clear Data

▸ H80CS0000[redacted]

▸ **Resources**

Instructions

Caution: Tables selected will be cleared of any existing data in the EHBs (uploaded or entered online). Deleted data will be permananently lost. Please note that selecting a table would cause data to be cleared for all associated funding streams.

Select Table

☐ All
☐ Table Patients by ZIP Code
☐ Table 3A
☐ Table 3B
☐ Table 4
☐ Table 5
☐ Table 6A
☐ Table 6B
☐ Table 7
☐ Table 8A
☐ Table 9D
☐ Table 9E
☐ HIT Capabilities
☐ Other Data Elements
☐ Workforce

Select tables to clear

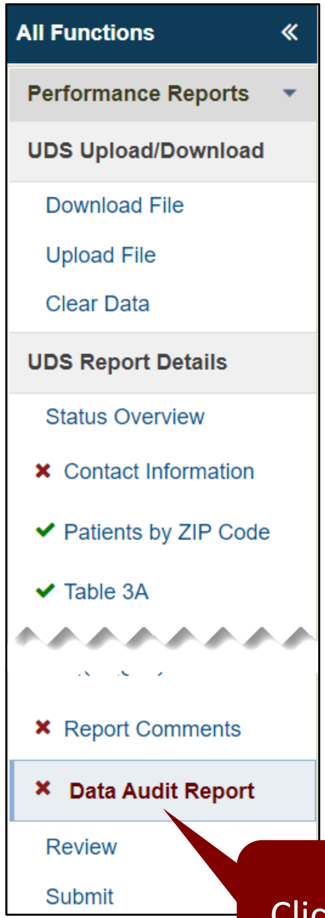
Click Clear Data after making selection

Data Audit Report (DAR) Details

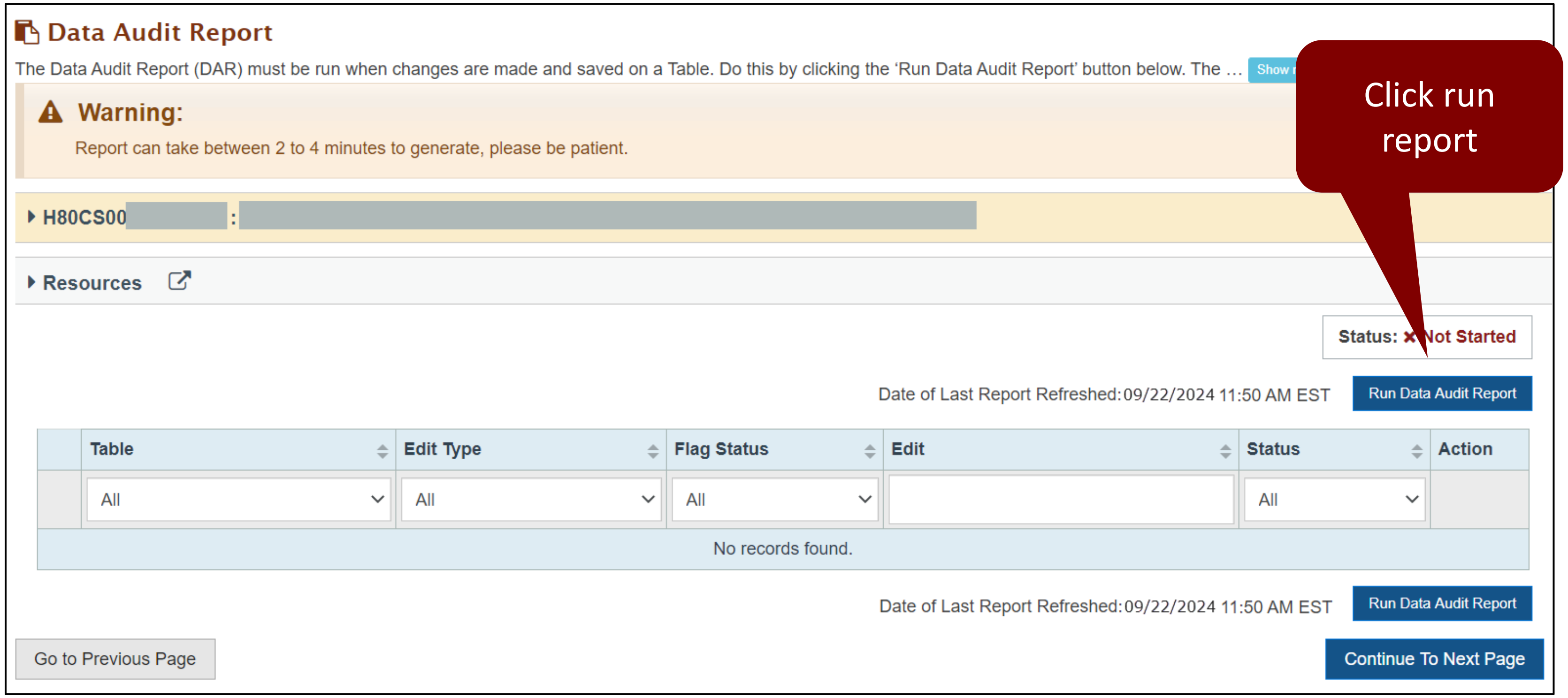
DAR

- Run the DAR **after completing table(s)** to verify data consistency
- **Before submitting** the report, you must complete all forms, run the DAR, and fix or explain each edit

Data Audit Report Process


All Functions
Performance Reports
UDS Upload/Download
Download File
Upload File
Clear Data
UDS Report Details
Status Overview
✖ Contact Information
✓ Patients by ZIP Code
✓ Table 3A
✖ Report Comments
✖ Data Audit Report
Review
Submit

Click run DAR



Data Audit Report

The Data Audit Report (DAR) must be run when changes are made and saved on a Table. Do this by clicking the 'Run Data Audit Report' button below. The …

⚠ Warning:

Report can take between 2 to 4 minutes to generate, please be patient.

H80CS00[redacted] **:** [redacted]

Resources

Status: ✖ Not Started

Date of Last Report Refreshed:09/22/2024 11:50 AM EST

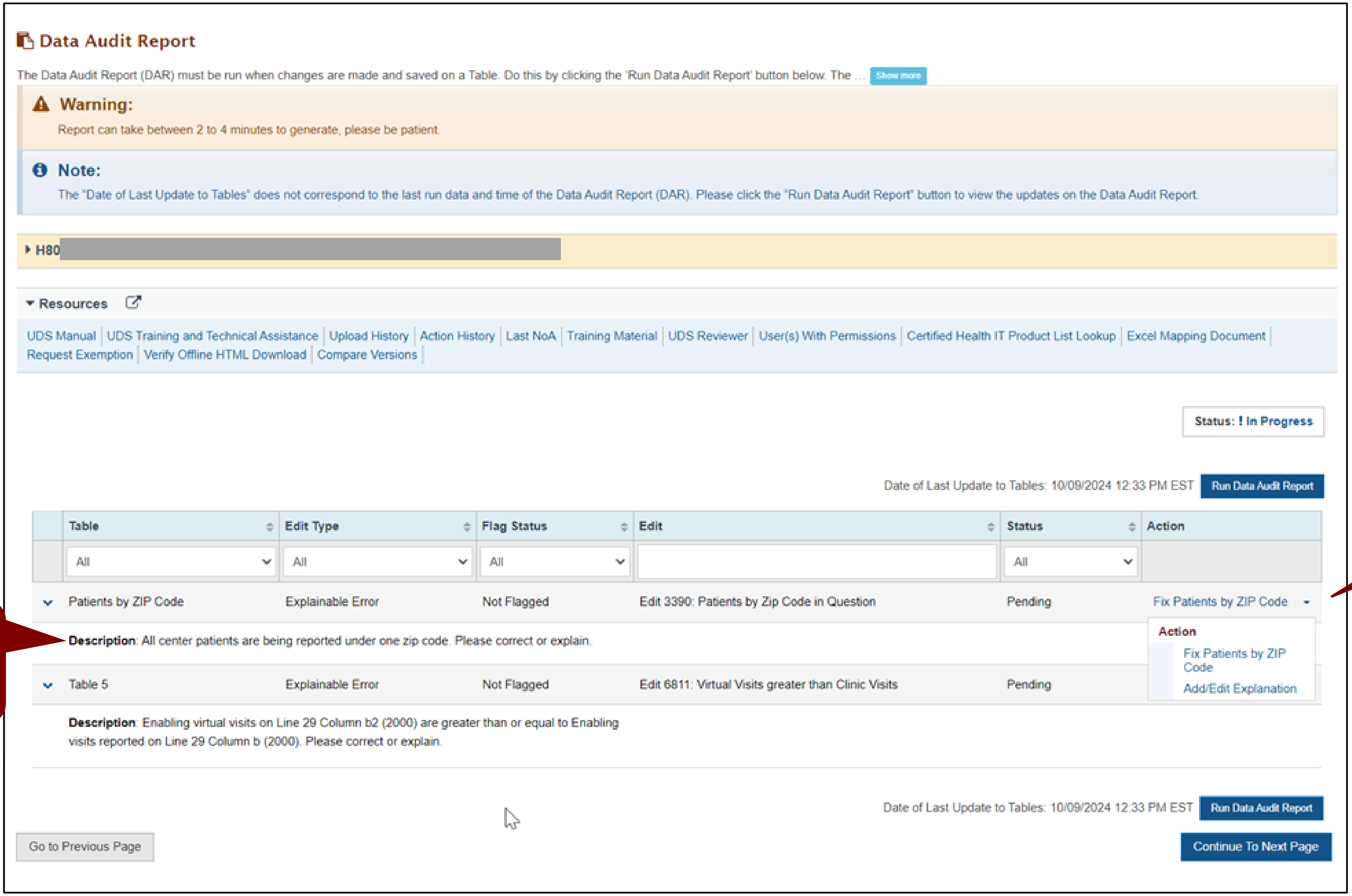
Table	Edit Type	Flag Status	Edit	Status	Action
All	All	All		All	
No records found.					

Date of Last Report Refreshed:09/22/2024 11:50 AM EST

Show
Run Data Audit Report
Run Data Audit Report
Go to Previous Page
Continue To Next Page

Click run report

Data Audit Report Process (continued)


Show more
Resources
UDS Manual | UDS Training and Technical Assistance | Upload History | Action History | Last NoA | Training Material | UDS Reviewer | User(s) With Permissions | Certified Health IT Product List Lookup | Excel Mapping Document | Request Exemption | Verify Offline HTML Download | Compare Versions
Run Data Audit Report
Go to Previous Page
Continue To Next Page

Data Audit Report

The Data Audit Report (DAR) must be run when changes are made and saved on a Table. Do this by clicking the 'Run Data Audit Report' button below. The ...

Warning:
Report can take between 2 to 4 minutes to generate, please be patient.

Note:
The "Date of Last Update to Tables" does not correspond to the last run data and time of the Data Audit Report (DAR). Please click the "Run Data Audit Report" button to view the updates on the Data Audit Report.

H80[redacted]

Status: ! In Progress

Date of Last Update to Tables: 10/09/2024 12:33 PM EST

Table	Edit Type	Flag Status	Edit	Status	Action
All	All	All		All	
Patients by ZIP Code	Explainable Error	Not Flagged	Edit 3390: Patients by Zip Code in Question	Pending	Fix Patients by ZIP Code
Table 5	Explainable Error	Not Flagged	Edit 6811: Virtual Visits greater than Clinic Visits	Pending	

Description: All center patients are being reported under one zip code. Please correct or explain.

Description: Enabling virtual visits on Line 29 Column b2 (2000) are greater than or equal to Enabling visits reported on Line 29 Column b (2000). Please correct or explain.

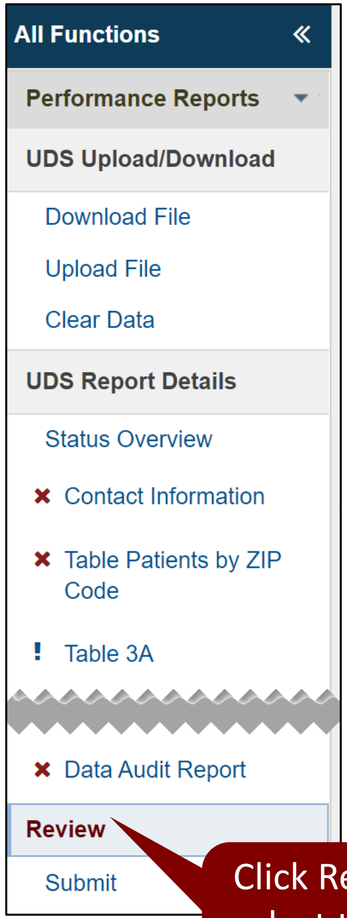
Action
- Fix Patients by ZIP Code
- Add/Edit Explanation

Date of Last Update to Tables: 10/09/2024 12:33 PM EST

Error Description

Actions to fix or explain error

Review Report



All Functions «

Performance Reports

UDS Upload/Download

- Download File
- Upload File
- Clear Data

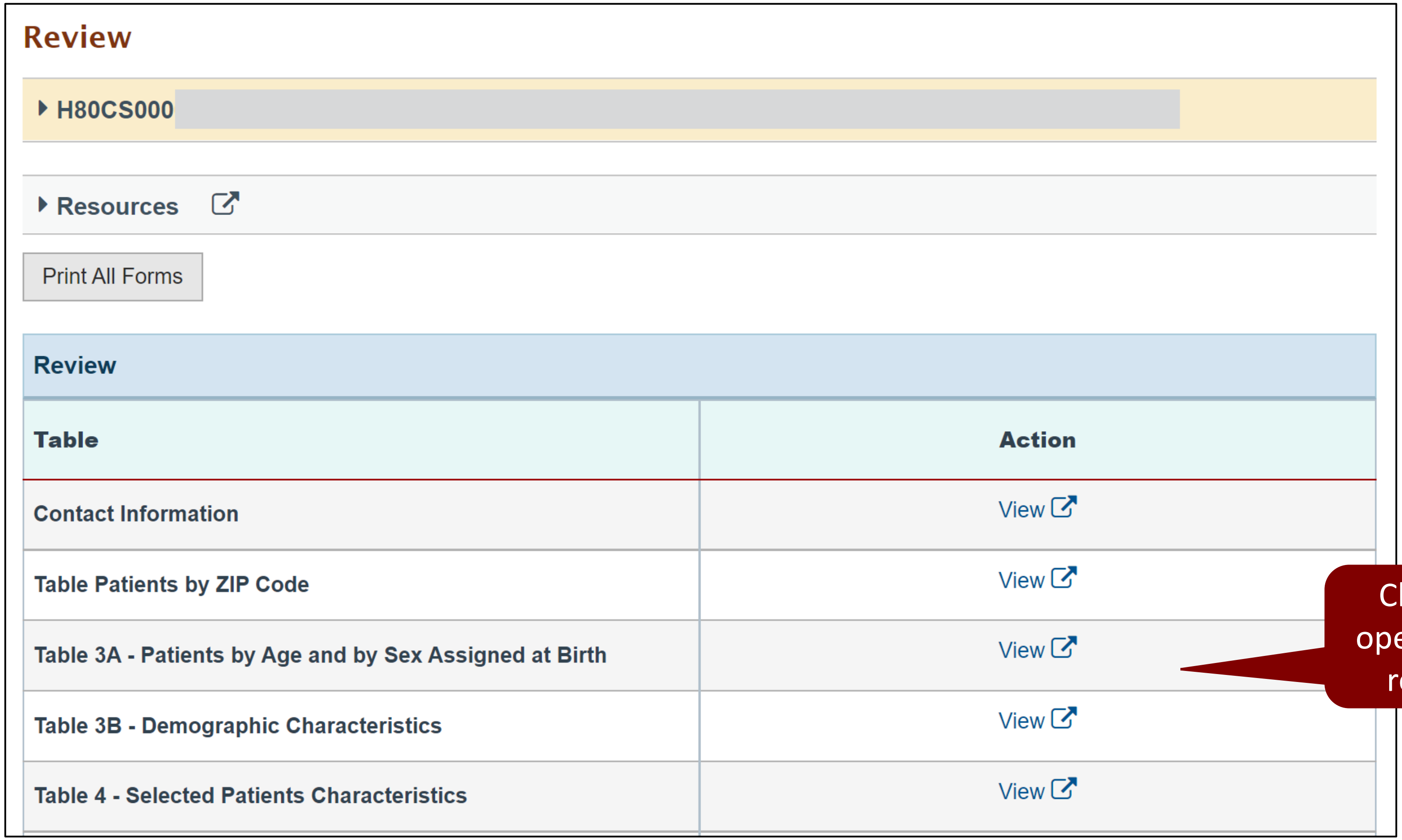
UDS Report Details

- Status Overview
- ✖ Contact Information
- ✖ Table Patients by ZIP Code
- ! Table 3A
- ✖ Data Audit Report

Review

Submit

Click Review to select tables to open



Review

H80CS000 [redacted]

Resources

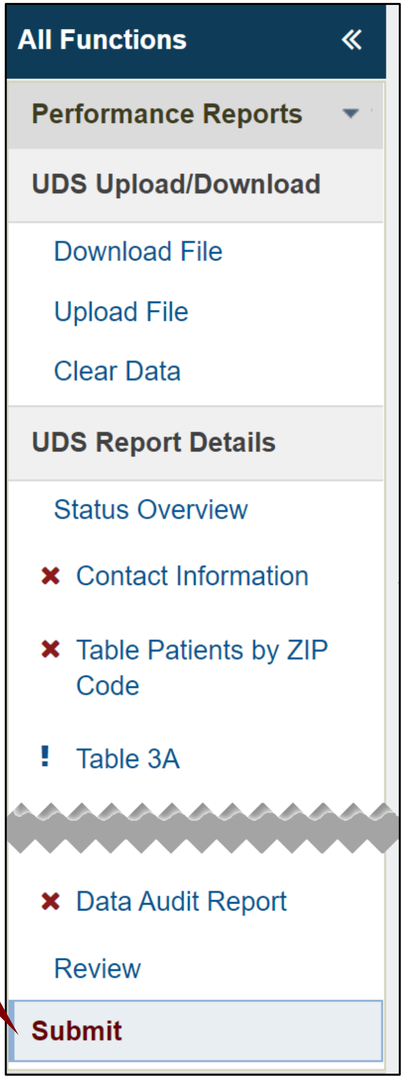
Print All Forms

Review

Table	Action
Contact Information	View
Table Patients by ZIP Code	View
Table 3A - Patients by Age and by Sex Assigned at Birth	View
Table 3B - Demographic Characteristics	View
Table 4 - Selected Patients Characteristics	View

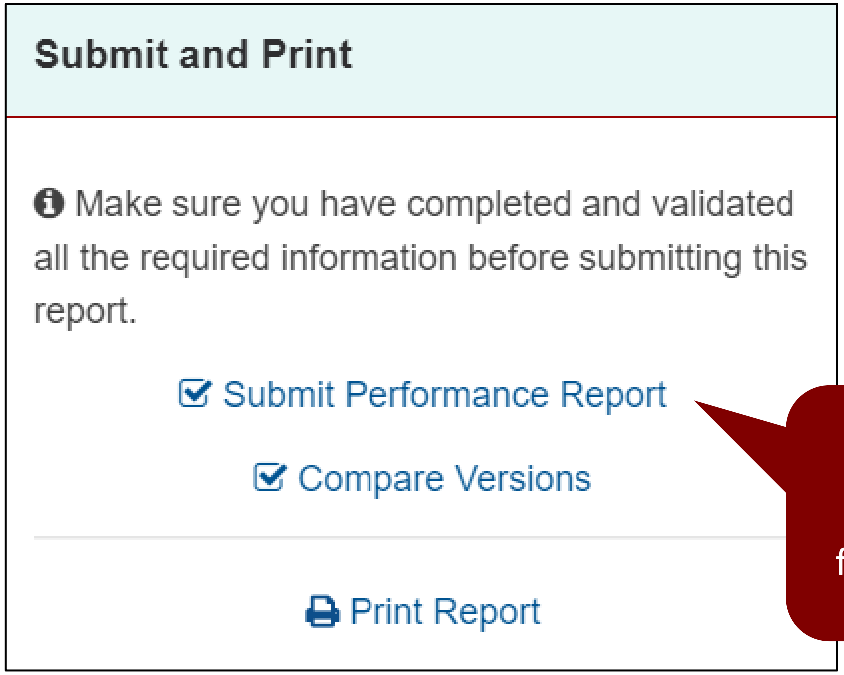
Click View to open tables and review data

Submit Report


All Functions «
Performance Reports
UDS Upload/Download
Download File
Upload File
Clear Data
UDS Report Details
Status Overview
✖ Contact Information
✖ Table Patients by ZIP Code
! Table 3A
✖ Data Audit Report
Review
Submit

Click Submit when finished with the report

OR



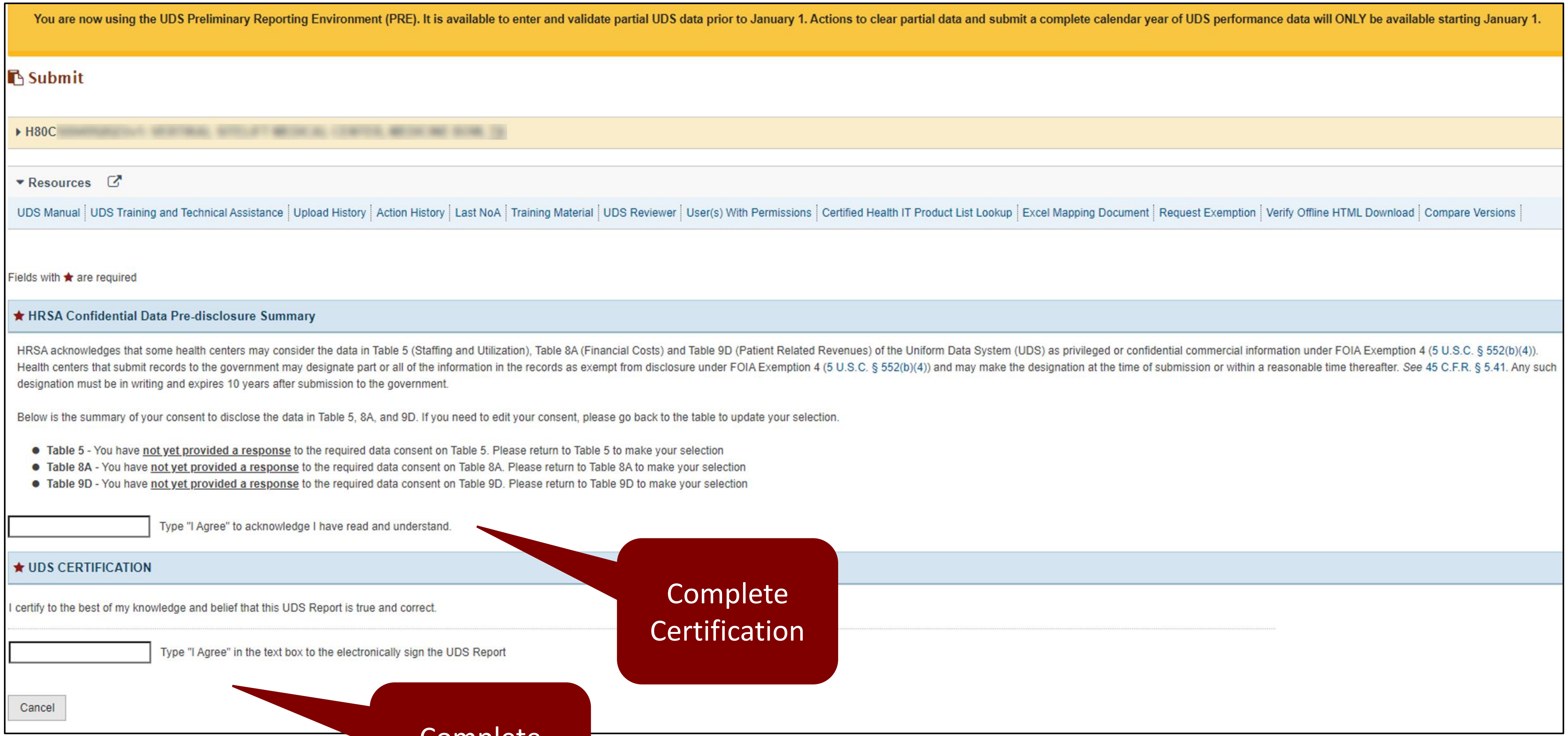
Submit and Print

ℹ Make sure you have completed and validated all the required information before submitting this report.

☑ Submit Performance Report
☑ Compare Versions
Print Report

Click Submit Performance Report when finished with the report

Submit Report (continued)



You are now using the UDS Preliminary Reporting Environment (PRE). It is available to enter and validate partial UDS data prior to January 1. Actions to clear partial data and submit a complete calendar year of UDS performance data will ONLY be available starting January 1.

Submit

H80C[redacted]

Resources
UDS Manual | UDS Training and Technical Assistance | Upload History | Action History | Last NoA | Training Material | UDS Reviewer | User(s) With Permissions | Certified Health IT Product List Lookup | Excel Mapping Document | Request Exemption | Verify Offline HTML Download | Compare Versions

Fields with ★ are required

★ HRSA Confidential Data Pre-disclosure Summary

HRSA acknowledges that some health centers may consider the data in Table 5 (Staffing and Utilization), Table 8A (Financial Costs) and Table 9D (Patient Related Revenues) of the Uniform Data System (UDS) as privileged or confidential commercial information under FOIA Exemption 4 (5 U.S.C. § 552(b)(4)). Health centers that submit records to the government may designate part or all of the information in the records as exempt from disclosure under FOIA Exemption 4 (5 U.S.C. § 552(b)(4)) and may make the designation at the time of submission or within a reasonable time thereafter. *See* 45 C.F.R. § 5.41. Any such designation must be in writing and expires 10 years after submission to the government.

Below is the summary of your consent to disclose the data in Table 5, 8A, and 9D. If you need to edit your consent, please go back to the table to update your selection.

- **Table 5** - You have **not yet provided a response** to the required data consent on Table 5. Please return to Table 5 to make your selection
- **Table 8A** - You have **not yet provided a response** to the required data consent on Table 8A. Please return to Table 8A to make your selection
- **Table 9D** - You have **not yet provided a response** to the required data consent on Table 9D. Please return to Table 9D to make your selection

☐ Type "I Agree" to acknowledge I have read and understand.

★ UDS CERTIFICATION

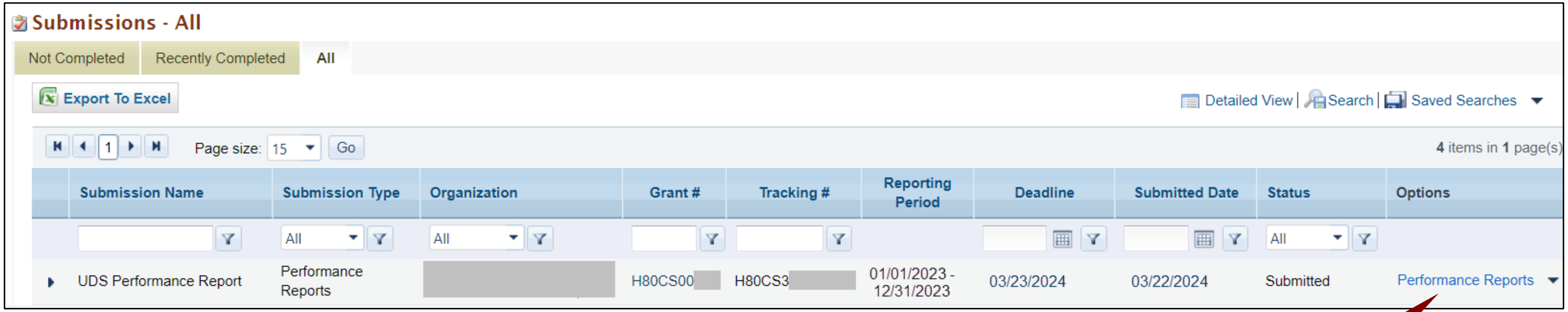
I certify to the best of my knowledge and belief that this UDS Report is true and correct.

☐ Type "I Agree" in the text box to the electronically sign the UDS Report

Complete Certification

Complete Certification

View Submitted Report

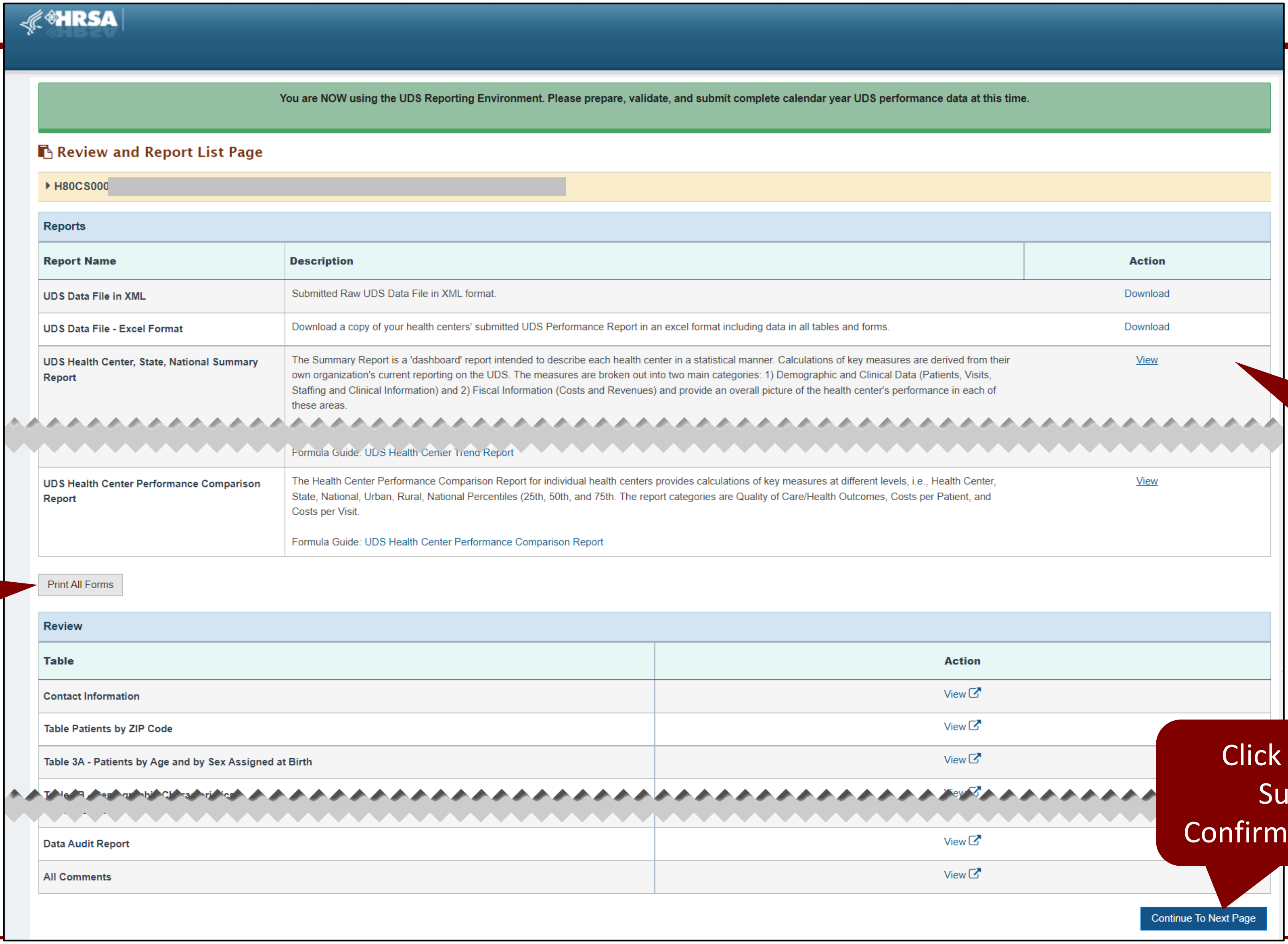

Submissions - All
Not Completed
Recently Completed
All
Export To Excel
Detailed View
Search
Saved Searches
Page size: 15
Go

4 items in 1 page(s)

	Submission Name	Submission Type	Organization	Grant #	Tracking #	Reporting Period	Deadline	Submitted Date	Status	Options
		All	All						All	
	UDS Performance Report	Performance Reports	[redacted]	H80CS00[redacted]	H80CS3[redacted]	01/01/2023 - 12/31/2023	03/23/2024	03/22/2024	Submitted	Performance Reports

Click to view submitted Performance Report

Submitted Report Data



You are NOW using the UDS Reporting Environment. Please prepare, validate, and submit complete calendar year UDS performance data at this time.

Review and Report List Page

H80CS000[redacted]

Reports

Report Name	Description	Action
UDS Data File in XML	Submitted Raw UDS Data File in XML format.	Download
UDS Data File - Excel Format	Download a copy of your health centers' submitted UDS Performance Report in an excel format including data in all tables and forms.	Download
UDS Health Center, State, National Summary Report	The Summary Report is a 'dashboard' report intended to describe each health center in a statistical manner. Calculations of key measures are derived from their own organization's current reporting on the UDS. The measures are broken out into two main categories: 1) Demographic and Clinical Data (Patients, Visits, Staffing and Clinical Information) and 2) Fiscal Information (Costs and Revenues) and provide an overall picture of the health center's performance in each of these areas.	View
	Formula Guide: UDS Health Center Trend Report	
UDS Health Center Performance Comparison Report	The Health Center Performance Comparison Report for individual health centers provides calculations of key measures at different levels, i.e., Health Center, State, National, Urban, Rural, National Percentiles (25th, 50th, and 75th. The report categories are Quality of Care/Health Outcomes, Costs per Patient, and Costs per Visit. Formula Guide: UDS Health Center Performance Comparison Report	View

Review

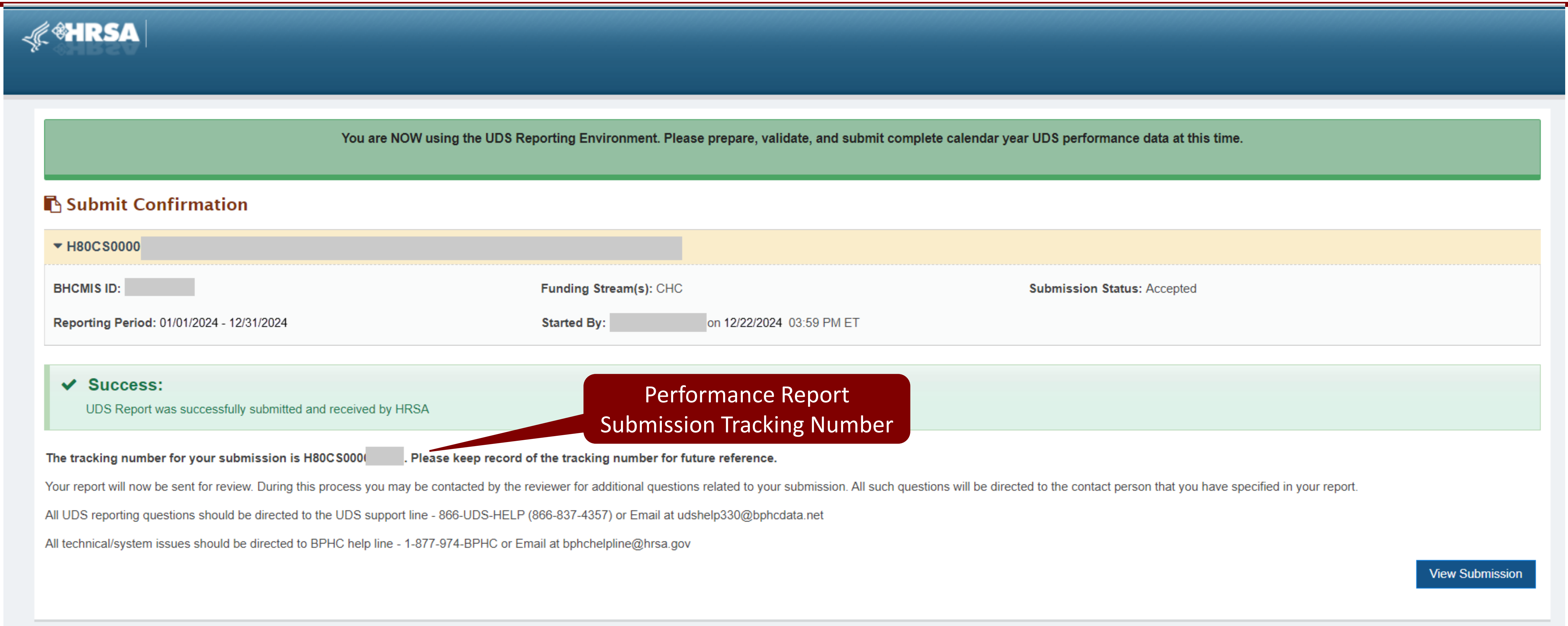
Table	Action
Contact Information	View
Table Patients by ZIP Code	View
Table 3A - Patients by Age and by Sex Assigned at Birth	View
Table 3B - Demographic Characteristics	View
Data Audit Report	View
All Comments	View

Click to or View Download data submitted on report

Click to Print Forms

Click to View Submit Confirmation page

Submitted Report Confirmation



You are NOW using the UDS Reporting Environment. Please prepare, validate, and submit complete calendar year UDS performance data at this time.

Submit Confirmation

H80CS0000[redacted]

BHCMIS ID: [redacted]

Funding Stream(s): CHC

Submission Status: Accepted

Reporting Period: 01/01/2024 - 12/31/2024

Started By: [redacted] on 12/22/2024 03:59 PM ET

✓ **Success:**

UDS Report was successfully submitted and received by HRSA

The tracking number for your submission is H80CS000[redacted]**. Please keep record of the tracking number for future reference.**

Your report will now be sent for review. During this process you may be contacted by the reviewer for additional questions related to your submission. All such questions will be directed to the contact person that you have specified in your report.

All UDS reporting questions should be directed to the UDS support line - 866-UDS-HELP (866-837-4357) or Email at udshelp330@bphcdata.net

All technical/system issues should be directed to BPHC help line - 1-877-974-BPHC or Email at bphchelpline@hrsa.gov

Performance Report Submission Tracking Number

HRSA Health Center Program

Demo #5

UDS Other Features, DAR, Review, Submit, and Download Demo

HRSA
Health Center Program

Quiz Question #2

What does the Clear Data feature do?

A. Permanently deletes all data for selected tables
B. Deletes entire tables from the report
C. Changes the font to white

HRSA Health Center Program

Quiz Question #2 Answer

What does the Clear Data feature do?

Answer: (A) Permanently deletes all data for selected tables

Resources

- Wiki Help Pages
- User Guides
- Quick Reference Guides
- HRSA Help Desk

Questions and Answers

Thank You!

UDS Help Desk

✉ udshelp330@bphcdata.net

☎ 866-837-4357

EHBs Customer Support

✉ Fill out our contact form

☎ 877-464-4772

Health Center Program Support

✉ http://www.hrsa.gov/about/contact/bphc.aspx

☎ 877-464-4772

bphc.hrsa.gov

✉ Sign up for the *Primary Health Care Digest*

Connect with HRSA

Learn more about our agency at:

www.HRSA.gov

✉ Sign up for the HRSA eNews

FOLLOW US: